

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES August 10, 2011**

**1. CALL TO ORDER & ATTENDANCE**

At 9:09 a.m., Chairman Pope declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Ainsworth and Commissioner Wheeler were present. A CD of the proceedings is on file in the Board of Commissioners' Office.

Staff present: Dave Doyle, County Counsel  
Matt Hawkins, Human Resources Director

**2. ANNOUNCEMENTS**

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The Tuesday meeting is held in the Board of Commissioners' Office Conference Room, 850 Main Street, Dallas, Oregon. The Wednesday meeting is held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m. and is conducted according to a prepared agenda that lists the principal subjects anticipated to be considered. Pursuant to ORS 192.640, the Board may consider and take action on subjects that are not listed on the agenda.

Department Head/staff meetings with the Board of Commissioners are held on Monday, Thursday, and Friday. The meetings are held in the Board of Commissioners' Office Conference Room and are conducted between 9:00 a.m. and 5:00 p.m. The principal subjects anticipated to be considered are on-going, upcoming, and new matters bearing on County operations. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects not listed within this announcement.

The Board of Commissioners will conduct an inspection of the Polk County Jail, Wednesday, August 17, 2011 at noon.

**3. COMMENTS (for items not on this agenda)**

**4. APPROVAL OF AGENDA**

**MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER AINSWORTH  
SECONDED, TO APPROVE THE AGENDA.**

**MOTION PASSED UNANIMOUSLY**

**5. APPROVAL OF CONSENT CALENDAR**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER  
SECONDED, TO APPROVE THE CONSENT CALENDAR.**

**MOTION PASSED UNANIMOUSLY**

**6. APPROVAL OF MINUTES OF AUGUST 3, 2011**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER  
SECONDED, TO APPROVE THE MINUTES OF AUGUST 3, 2011.**

**MOTION PASSED UNANIMOUSLY**

The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR:**

**(a) HUMAN RESOURCES – REVISED JOB SPECIFICATION**

Approved revisions to the PC Support Technician job classification in the IS Department.

**(b) MENTAL HEALTH – CONTRACT NO. 11-145**

Approved contract #11-145, Personal Service Contract between Polk County and Denise VanDeWalker to provide mental health counseling/treatment.

**(c) MENTAL HEALTH – CONTRACT NO. 11-146**

Approved contract #11-146, Personal Service Contract between Polk County and Lori Linton-Nelson to provide psychiatric services and consultation.

**(d) PUBLIC WORKS – CONTRACT NO. 11-148**

Approved contract #11-148, between Polk County and H&H Paving for construction related to the Fairgrounds park and ride.

At 9:10 a.m., the County Counsel announced that the meeting was recessed to Executive Session for the purpose of discussing litigation matters with designated staff and counsel. Although the public will be excluded, no vote may be taken in Executive Session. Media may attend but may not report on the meeting. A CD of the meeting is on file in the Board's office, but is confidential under ORS 192.660.

Commissioner Pope called the meeting back in to regular session and adjourned the meeting at 9:52 a.m.

**POLK COUNTY BOARD OF COMMISSIONERS**

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Craig Pope, Chair

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Mike Ainsworth, Commissioner

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Jennifer Wheeler, Commissioner

Minutes: Heather Alvarez  
Approved: August 17, 2011