

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
September 25, 2012

1. At 9:04 a.m., Chairman Ainsworth declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Wheeler and Commissioner Pope were present.

2. **MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE MINUTES OF SEPTEMBER 18, 2012.**

MOTION PASSED UNANIMOUSLY.

3. **LONG BOARD RACE RECAP**

Nicole Walker-Sundby, Alcohol and Drug Prevention Coordinator, gave a report on the Long Board event that took place August 3-5, 2012. There were 120 total participants, and no serious injuries reported. The cost to host the event was less than \$1,500, which came primarily through an ODOT grant and donations. Sixty-five companies' nationwide donated cash and prizes, and over 150 volunteer hours were worked over the course of the weekend. Staff has created a handbook that can be distributed to other communities to help them plan events like this one. Looking forward, staff are working to get practicum students from Western and encouraging local youth to organize and plan this event, possibly in conjunction with Summerfest.

4. **SECURITY RULES FOR COMPUTER USERS**

Dean Anderson, IT Director presented five new security measures that will be implemented over the next few months for staff. The new security measures include changing password every 60 days, changing passwords after a machine is infected with malware, implementing password strength rules, not allowing staff to connect USB drives from home, and requiring staff to login everyday. The Academy Building staff and the Sheriff's office have already implemented these security measures.

5. **HOLIDAY LUNCHEON**

Matt Hawkins, Human Resources Director presented two dates for the Board to Consider for the Holiday luncheon; Wednesday, December 19 or Thursday, December 20. The Board decided on December 20. Matt will discuss caterers and BOC awards with the Commissioners at a later date.

6. **NON-LISTED ITEMS** (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

- a. **MERIT MOU**

Austin McGuigan, Community Development Director introduced Kristen Mozian with MicroEnterprise Resources, Initiatives and Training (MERIT). MERIT is applying for a Community Development Block Grant through the City of Independence, and is requesting the County sign an MOU in order to be able to provide small business training services to Polk County residents.

BY CONSENSUS, THE BOARD AGREED TO SIGN THE MOU.

- b. **COMMUNITY RATING RECERTIFICATION**

Austin McGuigan explained that the County implements flood insurance policies and activities, and has to annually recertify that we are continuing to implement these in order to receive discounts for flood insurance rates. How much of a discount depends on how many of these policies and activities we participate in. This year, one policy that is being added is a Hazard Mitigation report that the County will start completing annually.

c. **BLM ADVISORY COMMITTEE UPDATE**

Jim Clawson updated the Board on the Salem BLM Advisory Committee's decision on funding recommendations. The Committee recommended funding 100% the law enforcement item, and splitting the funding for noxious weed and dumpstoppers. Jim commented that the Committee mentioned that more detailed reports on citations, miles covered, etc. would be appreciated from the Counties that receive BLM funding.

d. **CHILD ABUSE & NEGLECT LICENSE PLATE**

Brent DeMoe, Service Integration Manager notified the Board that starting October 1st, there is a new license plate will be available for purchase through the Keep Oregon Kids Safe organization and all funds go back to the County it was purchased in for child abuse and neglect prevention.

e. **NACO ANNUAL DUES**

Greg Hansen, Administrative Officer has received an invoice for the 2013 NACO dues, and wanted to make sure the Board would like to continue to be a member of NACO. Commissioner Pope is appointed to two NACO committees. The membership fee is \$1,213.

BY CONSENSUS, THE BOARD AGREED TO PAY THE ANNUAL NACO DUES.

f. **EMERGENCY MANAGER SALARY RANGE MODIFICATION**

Greg Hansen and Sheriff Wolfe presented a memo requesting a salary range modification for Dean Bender, Emergency Manager. This increase will bring his salary to be equivalent to a sergeant, and include incentive pay based on education and training.

BY CONSENSUS, THE BOARD APPROVED THE SALARY RANGE MODIFICATION.

Chairman Ainsworth adjourned the meeting at 10:23 a.m.

Minutes: Heather Alvarez

Approved: October 2, 2012