

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
March 19, 2013

1. At 9:06 a.m., Commissioner Wheeler declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Pope was present, Commissioner Ainsworth was excused.
2. **MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE MINUTES OF MARCH 12, 2013.**

MOTION PASSED BY THE UNANIMOUS VOTE OF THE QUORUM.

3. **LADPC COMMITTEE APPOINTMENTS**

Marty Silbernagel, Community Corrections/Juvenile Director explained that the Local Alcohol and drug Planning Commission (LADPC) member roster is outdated. Marty requested the Board consider changing the membership roster so instead of individuals named on the roster, each Department would have a representative (or more than one if needed) that could change as staffing and elected officials change. Also, the Board of Commissioners are currently tasked with appointing the Chair of the LADPC, and Marty requested that appointment be handled within the Committee. This issue was brought up because there have been questions with the Victim Impact Panel (VIP), which is a sub-committee of the LADPC, of who has voting authority on the Committee. Craig explained that because the Board oversees the LADPC, the Board would like to be better informed of what the Committee is doing. The monthly minutes should be sent to the Board and the Chair would need to meet with the Board at least annually. The Committee is also working on updating the By-laws.

BY CONSENSUS, THE BOARD APPOINTED MARTY SILBERNAGEL AS INTERIM CHAIR OF THE LADPC.

4. **BOUNTY MARKET/SUMMERFEST REQUEST**

Bonnie Dreier with the Chamber of Commerce presented a request for the use of the Courthouse lawn for Summerfest, July 24-27. The theme is 'Flower Power'

BY CONSENSUS, THE BOARD APPROVED THE SUMMERFEST REQUEST.

Bonnie also presented a request for the use of the Courthouse lawn for Bounty Market, starting in May. The Board expressed concern with the proposed time change of the market, from 10pm-3pm and the impact that may have with the Courts and members of the community using the Courthouse. The Board also requested more information from the City on the urban renewal project and the potential impacts on the Courthouse lawn and market. The Commissioners also voiced their frustration that the times and dates for the market had been announced to the community prior to the Chamber having approval from the Board of Commissioners for use of the Courthouse lawn. The Board requested Chelsea attend the next meeting to address these concerns before approval from the Board is given for Bounty Market.

5. **JOINING COMMUNITY FORCES PROGRAM**

Due to time constraints, this item was rescheduled for next Tuesday.

6. **REVISED JOB SPECS & RECLASSIFICATION IN HHS**

Matt Hawkins, Administrative Services Director presented revised job specifications for Health & Human Services Assistant Director, Mental Health and Addictions Services Manager, Public Health Manager, Service Integration Manager, Health and Human Services Office Manager; and a reclassification of Linda Young from a Health and Human Services Administrative Assistant to the Health and Human Services Office Manager.

Craig requested that this request be rescheduled for next week to allow more time to review the language of the reclassifications and discuss with Matt and Greg the potential personnel impacted by these positions.

7. **NON-LISTED ITEMS** (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.) None.

Commissioner Wheeler adjourned the meeting at 9:42 a.m.

Minutes: Heather Alvarez
Approved: March 26, 2013