

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**May 14, 2013**

1. At 9:05 a.m., Chair Wheeler declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Ainsworth and Commissioner Pope were present.

2. **MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED TO APPROVE THE MINUTES OF MAY 7, 2013.**

**MOTION PASSED UNANIMOUSLY.**

3. **NEW CLASS SPECS AND SALARY RANGE FOR VICTIM ADVOCATE AND RECLASSIFICATION OF OFFICE SPECIALIST III** - Matt Hawkins, Administrative Services Director and Barb Filipponi, District Attorney Office Manager, presented a request to reclassify the current Office Specialist III position to a Victim Advocate. The Victim Assistance Coordinator position, which is currently vacant, would be eliminated, and a second Victim Advocate position will be recruited for.

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE NEW CLASS SPECIFICATIONS AND SALARY RANGE FOR VICTIM ADVOCATE AND RECLASSIFICATION OF OFFICE SPECIALIST III.**

**MOTION PASSED UNANIMOUSLY.**

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

- a. **EARLY LEARNING UPDATE** - Brent DeMoe received an email with a draft Intergovernmental Agreement from the Early Learning Council. Legal Counsel is currently reviewing the agreement. There is also a cover letter that Brent requested the Board sign simply stating that the County does want funding for Healthy Start, and the County understands that funding for relief nurseries will now be going directly to the nurseries instead of passing through the County.

The RFP for the Healthy Start Program is due on Friday, and there are three applicants: OCDC, WOU Teaching Research, and Family Building Blocks (in partnership with Marion County and Community Action Agency). A selection committee will review the applications and then make a recommendation to the Board of Commissioners. This grant requires a 25% match: 20% can be in-kind contributions, but 5% must be cash match (approximately \$5,500 per year). Catholic Community Services notified the County that they would contribute \$5,000 per year to assist with that match.

Phase 1 will allow funding for seven Early Learning hubs. So Polk County and whoever we partner with will be in competition to be one of those seven hubs, since staff are skeptical that there will be funding for Phase 2. Lincoln County continues to express an interest in partnering with Polk County for these hubs, but would need at least Tillamook County to partner also, in order to have a large enough number of 0-6 year olds to be considered.

There is a hearing on Wednesday regarding HB 2013, and Brent requested one of the Commissioners attend and testify. No Amendments for the bill have been released yet, but Commissioner Pope does not support the bill unless an amendment guaranteeing bridge funding for these programs is identified and implemented.

- b. **HULTMAN ROAD VISIBILITY** - Todd Whitaker, Public Works Director informed the Board that there is a 90-degree corner on Hultman Road. The landowner on the inside corner has tall laurel bushes that impedes visibility. The County trims the laurel bushes within the right-of-way, but cannot do anything within the fence line. The landowner on the outside corner is concerned with the danger of running large vehicles and equipment around the corner because of the limited visibility. The Board agreed to continue trimming the bushes within the right of way, but since road has low ADT, and there is no accident history on that corner, no additional maintenance will be done at this time.
- c. **WEST SALEM MEMORIAL GARDEN** - There is a garden in development at West Salem High School as a memorial to the lives lost by the Osteosarcoma outbreak in West Salem. The garden developers have contacted the County to request a donation of rock and trucking cost for the paths (estimated \$250). The Board expressed concern with donating materials, but will look into how donations to the school district have been handled in the past.

Chair Wheeler adjourned the meeting at 10:25 a.m.

Minutes: Heather Alvarez  
Approved: May 21, 2013