

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES November 13, 2013

1. CALL TO ORDER & ATTENDANCE

At 9:04 a.m., Chair Wheeler declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Ainsworth was present. Commissioner Pope was excused. A CD of the proceedings is on file in the Board of Commissioners' Office.

Staff present: Greg Hansen, Administrative Officer
 Dave Doyle, County Counsel

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 ongoing, 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.

There will be no Board of Commissioners meeting on November 19 and 20 due to lack of a quorum.

The Board of Commissioners will attend the Association of Oregon Counties annual conference November 18-21, 2013 at the Eugene Hilton and Conference Center, 66 E 6th Ave, Eugene, OR 97401.

3. COMMENTS (for items not on this agenda)

4. APPROVAL OF AGENDA

Greg Hansen requested one add-on to the consent calendar: Resolution 13-15 in the matter of authorizing submission of the Crisis Services Grant to the Oregon Health Authority and Appointing Authorized Signers.

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

MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.

5. APPROVAL OF CONSENT CALENDAR

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

MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.

6. APPROVAL OF MINUTES OF NOVEMBER 6, 2013

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER
 SECONDED, TO APPROVE THE MINUTES OF NOVEMBER 6, 2013.**

MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.

At 9:05 a.m., Chair Wheeler asked if there was need for an Executive Session. Staff answered that there was not and the meeting was adjourned.

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

(a) HUMAN RESOURCES - REVISED CLASS SPECS AND TITLE CHANGE

Approve revised class specifications and title change for the Health & Human Services Director.

(b) HUMAN RESOURCES - REVISED CLASS SPECS, SALARY RANGE AND TITLE CHANGE

Approve revised class specifications and salary range for the Health and Human Services Fiscal Manager.

(c) HUMAN RESOURCES - NEW CLASS SPECS AND SALARY RANGE

Approve new job specifications and salary range for the Behavioral Health Operations Manager.

(d) RATIFY VALID VOUCHERS, LICENSES, PERSONNEL ACTIONS, PAYROLL, ETC., FOR THE MONTH OF OCTOBER 2013.

(e) RESOLUTION 13-15

Adopt Resolution 13-15 in the matter of authorizing submission of the Crisis Services Grant to the Oregon Health Authority and Appointing Authorized Signers.

POLK COUNTY BOARD OF COMMISSIONERS

Jennifer Wheeler, Chair

Craig Pope, Commissioner

Mike Ainsworth, Commissioner

Minutes: Heather Alvarez
Approved: November 27, 2013