

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**April 22, 2014**

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

2. **MINUTES**                    **COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE MINUTES OF APRIL 15, 2014.**

**MOTION PASSED UNANIMOUSLY**

3. **RECLASSIFICATION OF WRAPAROUND FACILITATOR** - Matt Hawkins, Administrative Services Director requested approval for the reclassification of a Wraparound Facilitator I to a Wraparound Facilitator II. The current employee, Nick Stroud, has completed his Wraparound Certification to qualify for the Wraparound Facilitator II position.

**BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION.**

4. **RECLASSIFICATION OF OFFICE SPECIALIST I** - Matt Hawkins, Administrative Services Director requested approval for the reclassification of an Office Specialist I to an Office Specialist II. The current employee, Rhonda Hipp, was laid off from Community Development last year as an Office Specialist II. She was recalled to the Behavioral Health Department as an Office Specialist I. Rhonda is now performing duties beyond the Office Specialist I classification, and needs to be reclassified because she is working out-of-class.

**BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION.**

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

- (a) **OVERLAY UPDATE** - Todd Whitaker, Public Works Director informed the Board that his department had received some additional monies from the sale of state timber than was budgeted. Todd would like to use these monies to complete an overlay of Grice Hill Dr., between Orchard Heights and Colorado Streets. This is approximately one mile at an estimated cost of \$100,000. Todd plans to go out for advertisement within the next couple weeks and the work will be done prior to June 30, 2014.

- (b) **BEHAVIORAL HEALTH SCHOOL BASED THERAPIST PROGRAM CHANGES** - Brent DeMoe, Family and Community Outreach Director and Noelle Carroll, Health Services Director, explained a new change that will be implemented in the Behavioral Health School Based Counselor Program. This year, there was a pilot project implemented within this program that proved very successful, that brought in Qualified Mental Health Associates to work alongside the Mental Health Counselor II positions in the schools. The school districts have now requested that going forward, some of the School Based Mental Health Counselor II positions be replaced by these Qualified Mental Health Associates, because it is a cost savings of approximately \$20,000 per associate. The schools are currently contributing for 76% of the cost of this program.

Currently, Central School District has two Mental Health Counselor II positions, and one temporary Qualified Mental Health Associate. They are requesting three Qualified Mental Health Associates instead moving forward. Dallas School District has two Mental Health Counselor II positions, and one temporary Qualified Mental Health Associate. They are requesting keeping one Mental Health Counselor II position, and two Qualified Mental Health Associates moving forward. Falls City School District has one temporary Qualified

Mental Health Associate, and they are requesting keeping that position, and are willing to pay the full cost of that associate.

Noelle explained that to avoid lay-offs, Mental Health Counselor II positions that will no longer be working in the schools will be given two options. Each Counselor will be offered the option of taking a voluntary demotion into a lower level Qualified Mental Health Associate positions that will be opening within the schools, or the option of being reassigned to the Behavioral Health Clinic to work with CSSE high risk clients. If meeting productivity standards with these clients, these positions will pay for themselves. Noelle is also working with Marion County on the possibility of contracting with Polk County to have one of these Counselors serve Marion County residents out of the West Salem Clinic.

Brent and Noelle will be meeting with School Based Behavioral Health staff this Friday to present these changes.

Commissioner Pope recessed the meeting until 10:00am.

6. **FAIR BOARD INTERVIEWS** - Tina Anderson, Fair Manager joined the Board in interviewing Randle Sitton, Michael Tebb, and Suzanne Burbank for the Fair Board.

At the conclusion of the interviews, the Board deliberated. The Board then directed staff to proceed with drafting Orders to appoint Suzanne Burbank and Randle Sitton to the Fair Board to fill the two vacant positions. Board Orders will be on the consent calendar for next week.

Commissioner Pope adjourned the meeting at 11:02 am.

Minutes: Heather Merrill  
Approved: April 29, 2014