

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES July 2, 2014**

**1. CALL TO ORDER & ATTENDANCE**

At 9:03 a.m., Commissioner Pope declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Wheeler and Commissioner Ainsworth were present, A CD of the proceedings is on file in the Board of Commissioners' Office.

Staff present:           Greg Hansen, Administrative Officer  
                                  Morgan Smith, 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 on-going, 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.

The Board of Commissioners will attend a public information meeting regarding Doaks Ferry Road on Wednesday, July 9, 2014 beginning at 6:30 p.m. at the Chemeketa-Eola Viticulture Center.

**3. PUBLIC COMMENTS**

**4. APPROVAL OF AGENDA**

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

**MOTION PASSED UNANIMOUSLY.**

**5. APPROVAL OF CONSENT CALENDAR**

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

**MOTION PASSED UNANIMOUSLY.**

**6. APPROVAL OF MINUTES OF JUNE 18 & 25, 2014**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF JUNE 18 AND JUNE 25, 2014.**

**MOTION PASSED UNANIMOUSLY.**

**7. RESOLUTION 14-07 - VOLUNTEER RECOGNITION - WCI**

Greg Hansen presented Resolution 14-07 in the matter of extending Polk County Worker's Compensation coverage to volunteers of Polk County. Greg explained that court appointed volunteers are covered under a separate policy.

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED, TO ADOPT RESOLUTION 14-07.**

**MOTION PASSED UNANIMOUSLY.**

At 9:05 a.m., Commissioner Pope 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) **RESOLUTION 14-08**  
Adopt Resolution 14-08 in the matter of fees for services performed by county agencies.
- (b) **COMMUNITY CORRECTIONS - CONTRACT NO. 14-86**  
Approve Contract No. 14-86 with TMI Test Services, Tamera Jessen-Iverson, sex offender polygraph testing.
- (c) **BEHAVIORAL HEALTH - CONTRACT NO. 14-87**  
Approve Contract No. 14-87 with Bradley Houck, MSW, LCSW for criminal history records review.
- (d) **PUBLIC HEALTH - CONTRACT NO. 14-88**  
Approve Contract No. 14-88 with West Valley Hospital for medical testing.  
(Bobbi Spencer, Health Services Senior Contractor Specialist)
- (e) **HUMAN RESOURCES - JOB SPEC AND SALARY RANGE**  
Approve new job specification and salary in the range of \$4,315 - \$5,461 for Business Services Supervisor.
- (f) **HUMAN RESOURCES - JOB SPEC AND SALARY RANGE**  
Approve new job specification and salary in the range of \$3,290 - \$4,163 for Family Resource Navigator.
- (g) **RATIFY VALID VOUCHERS, LICENSES, PERSONNEL ACTIONS, PAYROLL, ETC. FOR THE MONTH OF JUNE 2014.**

**POLK COUNTY BOARD OF COMMISSIONERS**

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Craig Pope, Chair

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Jennifer Wheeler, Commissioner

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Mike Ainsworth, Commissioner