

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
October 27, 2015

1. At 9:00 a.m., Commissioner Ainsworth declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Wheeler and Commissioner Pope were present.

2. **MINUTES** **COMMISSIONER WHEELER MOVED, COMMISSIONER POPE SECONDED TO APPROVE THE MINUTES OF OCTOBER 20, 2015.**

MOTION PASSED UNANIMOUSLY.

3. **PARENT EDUCATION GRANT EXPANSION** – Brent DeMoe, Family & Community Outreach Manager, and Heather Smith, Early Learning & Parent Education Coordinator, informed the Board that the current Oregon Parenting Education Classes (OPEC) Grant the County receives is in funding year 5 of 7. The Oregon Community Foundation will be opening another grant cycle later this year. Yamhill County currently ‘piggybacks’ on the County parenting website and classes, and has adopted the Service Integration Model, but would like to apply for their own OPEC grant. However, Yamhill County does not qualify based on population/need, and Polk County has an opportunity to partner with Yamhill County on this application, in order to continue offering parenting education classes for another seven years to both Polk and Yamhill Counties.
4. **VETERANS’ SERVICE OFFICER** – Beth Jones informed the Board that last May, she attended a Military Family event at the Capital Building, where she heard Representative Paul Evans speak about the assistance that Veterans’ Services Officers (VSO) provide to military personnel, veterans, and families across the state. Upon further research, Beth found that Polk and Marion Counties VSO positions are provided through the State offices in Salem. Jerry Wilson, Yamhill County’s VSO explained that he worked for the State Veterans’ Services office prior to his position at Yamhill County, and described the differences of what the State office does and does not do, compared to the County VSOs. Greg Hansen, Administrative Officer, explained that because of their proximity to the state offices in Salem, Marion and Polk Counties have never had VSO staff because of the close proximity to the State offices. Funding for County VSO positions is paid approximately 25%-40% by the State, and the remainder by the County’s General Fund. The Board expressed concern that requesting funding for a Polk County VSO would shrink the funding for every other county, and would do more harm than good. In addition, a large number of veterans live in the West Salem area, which is closer access to the current Polk County VSO representative at the Salem office. Andy Smith, AOC Veteran’s Steering Committee, testified that the VSO programs are designed to be local, which allows the local veterans to build a trust with the VSO, but to implement a Polk County VSO would require a commitment to training and a clear and open agreement with the state of the funding and expectations for the program.

Local veterans in attendance testified that many veterans in rural Polk County cannot get to Salem to meet with Polk County’s state VSO representative, and rarely can they get a VSO from the State office to drive to Polk County for home visits. In addition, Polk County veterans that call for VSO appointments are being told that Polk County is not a ‘priority’, and are being made to wait up to six months for an appointment. The Board recommended that local citizens and activists form a committee to draft a proposal with the costs and duties of a VSO to present to Polk and Marion County Boards.

5. **COMMUNITY SERVICE TRACKING SYSTEM** – Marty Silbernagel, Community Corrections/Juvenile Director, Dean Anderson, IT Director, and John Nyberg, Community Service Coordinator informed the Board that the current program used to track community service workers, hours, payments, etc. is outdated and failing, and the county is in need of purchasing a new program. After reviewing many different programs, Dean is recommending purchasing the Offender Progress System as a replacement. This is a web-based program that is currently being used in many other counties throughout the state. The developer of the program lives in Polk County, and is offering to waive the launch fee and first three months of program subscription. After that, the charge is \$300/month.

BY CONSENSUS, THE BOARD APPROVED THE PURCHASE OF THE OFFENDER PROGRESS SYSTEM.

6. **RECLASSIFICATION OF A DD SERVICE COORDINATOR I** – Matt Hawkins, Administrative Services Director, requested a reclassification of Sue Pack from a DD Service Coordinator I to a DD Service Coordinator II. Matt explained that the Developmental Disabilities department has received an increase in funding this year, necessitating a full-time staff member to handle Adult & Child Foster Home Licensing and Certification. Sue has already taken on most of these duties, which align with the duties found in the DD Service Coordinator II position. This reclassification would be effective November 1, 2015, and would be a fiscal impact of approximately \$1,500 from the DD budget.

BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION.

7. **NON-LISTED ITEMS** (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)
 - a. **OUT OF STATE TRAVEL REQUEST** – Brent DeMoe requested approval for out-of-state travel for Alinna Ghavami, Healthy Communities Coordinator to attend the National Health Institute conference in Florida in December. This conference registration fees and travel costs would be paid for by a scholarship through Kaiser Permanente.

BY CONSENSUS, THE BOARD APPROVED THE OUT OF STATE TRAVEL REQUEST.

Commissioner Ainsworth adjourned the meeting at 10:08 am.

Minutes: Heather Merrill
Approved: November 3, 2015