



MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK
SUITE 1510, PORTLAND BUILDING
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS		
BEVERLY STEIN •	CHAIR •	248-3308
DAN SALTZMAN •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
TANYA COLLIER •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •	248-3277 •	248-5222

AGENDA

MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

JANUARY 3, 1994 - JANUARY 7, 1994

Tuesday, January 4, 1994 - 9:30 AM - 10:00 AM Board BriefingPage 2

Tuesday, January 4, 1994 - 10:00 AM - 12:00 PM Work Session.Page 2

Tuesday, January 4, 1994 - 1:30 PM - 3:30 PM Work Session.Page 2

Wednesday, January 5, 1994 - 1:30 PM - 4:00 PM Work Session.Page 2

Thursday, January 6, 1994 - 9:30 AM - Regular MeetingPage 3

Thursday Meetings of the Multnomah County Board of Commissioners are taped and can be seen at the following times:

Thursday, 10:00 PM, Channel 11 for East and West side subscribers
Thursday, 10:00 PM, Channel 49 for Columbia Cable (Vancouver) subscribers
Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers
Saturday 12:00 Noon, Channel 21 for East Portland and East County subscribers

INDIVIDUALS WITH DISABILITIES MAY CALL THE OFFICE OF THE BOARD CLERK AT 248-3277 OR 248-5222, OR MULTNOMAH COUNTY TDD PHONE 248-5040, FOR INFORMATION ON AVAILABLE SERVICES AND ACCESSIBILITY.

Tuesday, January 4, 1994 - 9:30 AM - 10:00 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFING

B-1 Brentwood-Darlington Community Family Resource Center Update. Presented by Commissioner Tanya Collier. 30 MINUTES REQUESTED.

Tuesday, January 4, 1994 - 10:00 AM & 1:30 PM

Multnomah County Courthouse, Room 602

WORK SESSIONS

WS-1 Program Measurements and Program Narrative for Management Support Services. Continued from December 21, 1993. 10:00 AM TIME CERTAIN, 2 HOURS REQUESTED.

WS-2 Program Measurements and Program Narrative for Children and Families Services, Mental Health, Youth, and Family Services. Continued from December 21, 1993. 1:30 PM TIME CERTAIN, 2 HOURS REQUESTED.

Wednesday, January 5, 1994 - 1:30 PM - 4:00 PM

Multnomah County Courthouse, Room 602

WORK SESSION

WS-3 Program Measurements and Program Narrative for the Health Department. Continued from December 21, 1993. 1:30 PM TIME CERTAIN, 2-1/2 HOURS REQUESTED.

Thursday, January 6, 1994 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

REGULAR AGENDA

NON-DEPARTMENTAL

- R-1 *In the Matter of the Election of a Commissioner to the Vice-Chair Position for the Calendar Year 1994, Pursuant to Section 3.60 of the Multnomah County Home Rule Charter and Section 2(A) of Multnomah County Resolution 93-358 (Board Rules) Section*

CONSENT CALENDAR

JUVENILE JUSTICE DIVISION

- C-1 *Ratification of Amendment No. 1 to Intergovernmental Agreement Contract 100134 Between Multnomah County and Clackamas County, for the Continuance of Electronic Monitoring Services as an Alternative to Detention, Using \$6,500 of State CSD Funds, for the Period Upon Execution through June 30, 1994*

DEPARTMENT OF HEALTH

- C-2 *Ratification of Intergovernmental Agreement Contract 201184 Between Multnomah County and Clackamas County, Providing Telephone Triage Services for Clients of the Clackamas County Health Department, for the Period January 1, 1994 through December 31, 1994*
- C-3 *Ratification of Intergovernmental Agreement Contract 201234 Between the Port of Portland and Multnomah County, Providing Hepatitis B Vaccinations, Post-Exposure Evaluation and Follow-Up, for Willing Port Employees Coming in Contact with Blood or Body Fluids During Work, for the Period Upon Execution through December 1, 1994*

CHILDREN AND FAMILIES SERVICES DIVISION

- C-4 *Ratification of Intergovernmental Agreement Contract 100264-R Between Multnomah County and University Hospital, Providing Psychiatric, Psychological and Medical Evaluations and Outpatient Services for Child and Adolescent Mental Health Program-Partners Project Clients, for the Period July 1, 1993 through June 30, 1994*
- C-5 *Ratification of Amendment No. 1 to Intergovernmental Agreement Contract 100344 Between Multnomah County and Portland Public Schools, Adding \$22,387.28 to Pay*

for Partners Project Services Provided During the 92/93 Fiscal Year, for the Period July 1, 1993 through June 30, 1994

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-6 *ORDER in the Matter of Contract 15762 for the Sale of Certain Real Property to Barbara Alatorre*
- C-7 *ORDER in the Matter of the Execution of Deed D940972 for Certain Tax Acquired Property to George Christian*
- C-8 *ORDER in the Matter of the Execution of Deed D940974 Upon Complete Performance of a Contract to the Estate of Rose Calcagno, Ambrose Calcagno, Jr., Personal Representative*
- C-9 *ORDER in the Matter of the Execution of Deed D940975 Upon Complete Performance of a Contract to John F. Hart and Ora L. Hart*
- C-10 *ORDER in the Matter of the Execution of Deed D940976 Upon Complete Performance of a Contract to Ruben J. Vanyi*
- C-11 *ORDER in the Matter of the Execution of Deed D940977 for Certain Tax Acquired Property to Chilos Mathews*

REGULAR AGENDA

NON-DEPARTMENTAL

- R-2 *Citizens' Steering Committee Report on Non-Voted Resolutions of the 1992 Citizens Convention, and Recommendations for Board Action. Presented by Kay Durtschi. 9:30 AM TIME CERTAIN, 20 MINUTES REQUESTED.*
- R-3 *ORDER in the Matter of Designation of Newspapers of General Circulation in the County for Required Election Publications*
- R-4 *Budget Modification NOND #11 Requesting Authorization to Reorganize Staffing in the Planning and Budget Division, and to Transfer Salary Savings to Materials and Services to Cover Costs of Program/Performance Budgeting*
- R-5 *Second Reading and Possible Adoption of a Proposed ORDINANCE Amending MCC 2.60.310 and MCC 2.60.315 Relating to the Investment Advisory Board by Increasing the Membership and Increasing the Meetings*

CHILDREN AND FAMILIES SERVICES DIVISION

- R-6 *Ratification of Intergovernmental Agreement Contract 104354 Between Multnomah County and the City of Portland, Office of Neighborhood Associations, Neighborhood*

Mediation Center, to Develop and Implement a Landlord-Tenant Mediation Program in Conjunction with the Family and Community Partnership Project Participants, for the Period Upon Execution through June 30, 1994

SHERIFF'S OFFICE

R-7 *RESOLUTION in the Matter of a Housing Allowance for Chaplains Serving the County Jails*

DEPARTMENT OF ENVIRONMENTAL SERVICES

R-8 *ORDER in the Matter of Designating Property Acquired Through Foreclosure of Delinquent Taxes for Use as the Brentwood-Darlington Community Family Resource Center*

PUBLIC COMMENT

R-9 *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*



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SUPPLEMENTAL AGENDA

Tuesday, January 4, 1994 - 9:00 AM - 9:30 AM

Multnomah County Courthouse, Room 602

EXECUTIVE SESSION

E-1 The Multnomah County Board of Commissioners Will Meet in Executive Session Pursuant to ORS 192.660(1)(h) for Consultation with Legal Counsel Concerning Legal Rights and Duties Regarding Current Litigation.

MEETING DATE: JAN 04 1994

AGENDA NO: WS-1

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Program Narrative and key results (performance measurements) for 1994-95 Budget

BOARD BRIEFING

Date Requested: 1/4

Amount of Time Needed: 2 hours

DEPARTMENT: Nondepartmental **DIVISION:** Planning & Budget

CONTACT: Dave Warren **TELEPHONE #:** 248 - 3822

BLDG/ROOM #: 160 / 1400

PERSON(S) MAKING PRESENTATION: see below

ACTION REQUESTED:

☒ INFORMATIONAL ONLY ☒ POLICY DIRECTION ☐ APPROVAL ☐ OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Work session with the Board on program measurements and program narrative for Management Support Services, County Counsel and Emergency Management. These work sessions were suggested by Commissioners at the November 30, 1993 retreat at Blue Lake.

Management Support Services, County Counsel, and Emergency Management

2 hours

Tuesday

1/4

10:00-12:00

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Stein

OR

DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions?: Call the Office of the Board Clerk 248-3277/248-5222

CLERK OF
COUNTY COMMISSIONERS
1993 DEC 28 PM 2:41
MULTNOMAH COUNTY
OREGON



MULTNOMAH COUNTY, OREGON

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN
DAN SALTZMAN
GARY HANSEN
TANYA COLLIER
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PLANNING & BUDGET
PORTLAND BUILDING
1120 S.W. FIFTH - ROOM 1400
P. O. BOX 14700
PORTLAND, OR 97214
PHONE (503)248-3883

TO: Board of County Commissioners

FROM: Dave Warren, Budget Manager

TODAY'S DATE: December 28, 1993 *DCW*

REQUESTED PLACEMENT DATE: December 14 and December 15

SUBJECT: Review of Program Narratives and Key Results (performance measurements) for 1994-95 Budget

BOARD OF
COUNTY COMMISSIONERS
1993 DEC 28 PM 2:41
MULTNOMAH COUNTY
OREGON

I. Recommendation / Action Requested:

The set of briefings is intended to give the Board two forms of information to react to prior to the 1994-95 budget process -- the program narratives for the programs that will be considered in the budget, and the performance measurements (key results) that departments will begin to track and include with their budget requests. This offers an opportunity for the Board to note improvements that would make the narrative descriptions more useful to Commissioners, and to suggest and discuss changes to the program measurements. It also offers a time for Commissioners and departments to begin to identify policy, service, and program issues that should be fleshed out during the budget process.

II. Background / Analysis:

In May, Planning & Budget and staff hired by the Board began the process of refining the program budget and preparing the format for the 1994-95 budget document. In August, the Board approved the skeleton of the budget format and the array of programs to build budget requests around. In September and October, department staff and Planning & Budget staff worked to build the narrative explanation of these programs and to prepare measurements that will track the "key results" of these programs. In November, Planning & Budget incorporated the proposed narrative and measurements into a unified document. That document is now available for the Board to review.

The budget preparation process parallels the Board's policy discussions that will establish urgent benchmarks to be addressed over time. Reacting to those benchmarks will be one of the tasks for departments in preparing their 1994-95 budget requests during January and February 1994.

This portion of the budget process identifies the ongoing expectations of County programs. The objectives for each program specific to 1994-95 will be identified as part of the budget preparation process in January / February 1994.

The 1994-95 budget preparation process will also attempt to identify and thoroughly discuss major issues for the County.

III. Financial Impact:

N/A

IV. Legal Issues:

N/A

V. Controversial Issues:

N/A

VI. Link to Current County Policies:

This set of hearings is part of the overall process directed by the Board in January 1993. Its goal is to reconfigure the budget process and document to give the Board more program and policy - related information.

VII. Citizen Participation:

In November, CBAC's began to review the proposed measurements. Each CBAC has been asked to comment on the measurements for their relevant departments. The CBAC comments will be available by December 15. CBAC members have been asked to present their suggestions to the Board at the scheduled briefings as well.

VIII. Other Government Participation:

N/A

"Agenda"

- 10:00 - 10:30 ^②Employee Services, ^③Affirmative Action, ^①Labor Relations
- 10:30 - 11:00 Risk Management, ^④Emergency Management, County
Counsel
- 11:00 - 11:30 ^⑤Purchasing, Finance, Budget

BUD J - KEY RESULTS WORKSHEET

Department: Management Support Services
Division: Purchasing, Contracts & Central Stores
Service / Activity Name: Purchasing Section
Date: December 22, 1993

1. Key Result name:	Actual 1992-93	Adopted 1993-94	Estimated 1993-94	Projected 1994-95
% Increase Efficiency, and Economy through Automation	*0	*0%	*20%	*25%

2. Data: The above percentages are estimates based upon current data entry and manual contract and statistical tracking and automation capabilities of the new AMS system.

3. Definition: The percentage of direct entry of Purchase Requisitions (PD-30s and PD-4's) entered directly by agencies will eliminate duplicate entry and save approximately two days of processing time. It will also compatible with Finance's LGFS system and will allow Purchasing to monitor Limited Purchase Orders (LPOs).

4. Source: Installation of the new AMS System in April, 1994, will provide new capabilities for on-line entry, tracking of purchase status and will allow integration with the LGFS system. It will provide Purchasing the ability to assure compliance with State laws, County Administrative Rules and Procedures.

5. Demonstrates: Efficiency and efficiency by eliminating duplicative efforts, and providing automated on-line tracking of bids/contracts and provide accurate information for quarterly and annual reports.

6. Baseline: Elimination of duplicative efforts by county agencies and finance is anticipated to reduce the data entry workload by at least 20%.

7. Potential: The goal is to increase economy and efficiency by at least 20% and extract accurate information for management decisions on workload and strategic planning for future efficiency.

* Maintenance of the current Walker automated system costs approximately \$64,000 annually and is not integrated with the County's LGFS system and bridges only one way. It is anticipated that the AMS Extended Purchasing and Inventory System will be ready for initial operation in April, 1994, therefore, no percentage goal has been designated for 1992-93 or adopted budget for 1993-94.

BUD J - KEY RESULTS WORKSHEET

Department: Management Support Services
Division: Purchasing, Contracts & Central Stores
Service / Activity Name: Purchasing Section
Date: December 8, 1993

1. Key Result name:	Actual 1992-93	Adopted 1993-94	Estimated 1993-94	Projected 1994-95
Percent Customer Service Satisfaction	*unknown	*0%	*80%	*90%

2. Data: The above percentages are estimates based upon positive feedback from customers to new customer relations program implemented, i. e., Purchasing Advisor Board, Quarterly Newsletter, Purchasing Performance Report Form and "Basic" Purchasing Seminars currently being conducted.

3. Definition: The percentage of customers responses indicating knowledge of the County's Purchasing Policy and Procedures and satisfaction with services provided by Purchasing, Contracts and Stores.

4. Source: Customer Service Surveys, verbal and written feedback regarding purchasing services, i. e., cost savings, timeliness and assistance to expedite purchases.

5. Demonstrates: Quality support service to customers.

6. Baseline: Eighty percent (80 %) based upon current customer feedback.

7. Potential: Eighty percent is an achievable customer satisfaction goal.

* Hill report only previous customer survey. Survey was first ever conducted for Purchasing and critical of policy and procedures. Purchasing teams visits to key customers identified problem areas. Comments since that time have indicated substantial improvement.