

## **ANNOTATED MINUTES**

*Thursday, January 11, 1996 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

### **TSCC BUDGET HEARING**

*Chair Charles Rosenthal convened the hearing at 9:31 a.m., with Commissioners Roger McDowell and Ann Sherman present.*

*PH-1 The Tax Supervising and Conservation Commission [Commissioners Richard Anderson, Roger McDowell, Tom Novick, Charles Rosenthal, Ann Sherman and Administrative Officer Courtney Wilton] Will Convene to Discuss and Conduct a Public Hearing on the Multnomah County 1995-96 Supplemental Budget Approved by the Board on November 21, 1995.*

### **DAVE WARREN EXPLANATION AND RESPONSE TO QUESTIONS AND DISCUSSION.**

*There being no further business, the hearing was adjourned at 9:39 a.m.*

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*Thursday, January 11, 1996 - 9:45 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

### **REGULAR MEETING**

*Chair Beverly Stein convened the meeting at 9:40 a.m., with Vice-Chair Dan Saltzman, Commissioners Sharron Kelley and Gary Hansen present, and Commissioner Tanya Collier excused.*

### **CONSENT CALENDAR**

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, THE CONSENT CALENDAR (ITEMS C-1 THROUGH C-3) WAS UNANIMOUSLY APPROVED.**

### **NON-DEPARTMENTAL**

- C-1 *Appointments of Marlene Clark and John Oki and Re-Appointment of Gerardo Madrigal to the MULTNOMAH COUNTY COMMUNITY HEALTH COUNCIL*

**DEPARTMENT OF HEALTH**

- C-2 *Amendment to Intergovernmental Agreement 200566 with Oregon Children's Services, Providing a Public Health Nurse for the State's Family Support Team Project, Extending the Agreement Term from One to Two Years and Adjusting Reimbursement Accordingly*
- C-3 *Intergovernmental Agreement 201246 with Oregon Health Sciences University, Providing Russell Street Dental Clinic Services to Low-Income County Residents*

**REGULAR AGENDA**

**PUBLIC COMMENT**

- R-1 *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*

**NO ONE WISHED TO COMMENT.**

**NON-DEPARTMENTAL**

- R-2 *Presentation of Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for Multnomah County's Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 1994*

**CHAIR STEIN PRESENTATION. DAVE BOYER ACCEPTANCE AND ACKNOWLEDGEMENT OF GENERAL LEDGER SECTION CONTRIBUTIONS.**

**DEPARTMENT OF SUPPORT SERVICES**

- R-3 *Budget Modification DSS 1 Reversing a \$750,000 Budgeted Service Reimbursement from the General Fund Special Appropriation Organization and Transferring the Funds to Department Budgets to be Spent in Accordance with the Information Technology Infrastructure Funds Allocation*

**COMMISSIONER HANSEN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL**

**OF R-3. KERI HARDWICK EXPLANATION AND  
RESPONSE TO BOARD QUESTIONS AND  
DISCUSSION. BUDGET MODIFICATION  
UNANIMOUSLY APPROVED.**

*The regular meeting was adjourned at 9:58 a.m. and the briefing convened at 10:00 a.m.*

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*Thursday, January 11, 1996 - 10:00 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**BOARD BRIEFING**

*B-1 Auditor's Report on Court Space Needs: Cost-Saving Alternatives for a New Courthouse. Presented by Gary Blackmer.*

**GARY BLACKMER, CRAIG HUNT AND ARLENE  
LANDRY PRESENTATION AND RESPONSE TO  
BOARD QUESTIONS AND DISCUSSION.**

*The briefing was adjourned at 11:00 a.m. and the executive session convened at 11:06 a.m.*

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*Thursday, January 11, 1996 - 11:00 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

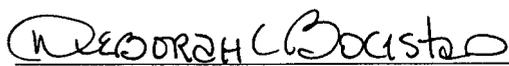
**EXECUTIVE SESSION**

*E-1 The Multnomah County Board of Commissioners Will Meet in Executive Session Pursuant to ORS 192.660(1)(d) for Labor Negotiator Consultation Concerning Possible Labor Negotiations with the Deputy Sheriffs Association. Presented by Darrell Murray.*

**EXECUTIVE SESSION HELD.**

*There being no further business, the session was adjourned at 11:50 a.m..*

**OFFICE OF THE BOARD CLERK  
FOR MULTNOMAH COUNTY, OREGON**

  
Deborah L. Bogstad



**MULTNOMAH COUNTY OREGON**

OFFICE OF THE BOARD CLERK  
SUITE 1510, PORTLAND BUILDING  
1120 SW FIFTH AVENUE  
PORTLAND, OREGON 97204  
CLERK'S OFFICE • 248-3277 • 248-5222  
FAX • (503) 248-5262

**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

# AGENDA

## MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

**JANUARY 8, 1996 - JANUARY 12, 1996**

*Thursday, January 11, 1996 - 9:30 AM - TSCC Hearing.....Page 2*

*Thursday, January 11, 1996 - 9:45 AM - Regular Meeting.....Page 2*

*Thursday, January 11, 1996 - 10:00 AM - Board Briefing .....Page 3*

*Thursday, January 11, 1996 - 11:00 AM - Executive Session....Page 3*

*Thursday Meetings of the Multnomah County Board of Commissioners are \*cablecast\* live and taped and can be seen by Cable subscribers in Multnomah County at the following times:*

*Thursday, 9:30 AM, (LIVE) Channel 30*

*Friday, 10:00 PM, Channel 30*

*Sunday, 1:00 PM, Channel 30*

*\*Produced through Multnomah Community Television\**

**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.**

**AN EQUAL OPPORTUNITY EMPLOYER**

Thursday, January 11, 1996 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**TSCC BUDGET HEARING**

PH-1      *The Tax Supervising and Conservation Commission [Commissioners Richard Anderson, Roger McDowell, Tom Novick, Charles Rosenthal, Ann Sherman and Administrative Officer Courtney Wilton] Will Convene to Discuss and Conduct a Public Hearing on the Multnomah County 1995-96 Supplemental Budget Approved by the Board on November 21, 1995. 15 MINUTES REQUESTED.*

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Thursday, January 11, 1996 - 9:45 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**REGULAR MEETING**

**CONSENT CALENDAR**

**NON-DEPARTMENTAL**

C-1      *Appointments of Marlene Clark and John Oki and Reappointment of Gerardo Madrigal to the MULTNOMAH COUNTY COMMUNITY HEALTH COUNCIL*

**DEPARTMENT OF HEALTH**

C-2      *Amendment to Intergovernmental Agreement 200566 with Oregon Children's Services, Providing a Public Health Nurse for the State's Family Support Team Project, Extending the Agreement Term from One to Two Years and Adjusting Reimbursement Accordingly*

C-3      *Intergovernmental Agreement 201246 with Oregon Health Sciences University, Providing Russell Street Dental Clinic Services to Low-Income County Residents*

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R-1            *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*

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R-2            *Presentation of Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for Multnomah County's Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 1994*

**DEPARTMENT OF SUPPORT SERVICES**

R-3            *Budget Modification DSS 1 Reversing a \$750,000 Budgeted Service Reimbursement from the General Fund Special Appropriation Organization and Transferring the Funds to Department Budgets to be Spent in Accordance with the Information Technology Infrastructure Funds Allocation*

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*Thursday, January 11, 1996 - 10:00 AM*  
**(OR IMMEDIATELY FOLLOWING REGULAR MEETING)**  
*Multnomah County Courthouse, Room 602*  
*1021 SW Fourth, Portland*

**BOARD BRIEFING**

B-1            *Auditor's Report on Court Space Needs: Cost-Saving Alternatives for a New Courthouse. Presented by Gary Blackmer. 1 HOUR REQUESTED.*

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*Thursday, January 11, 1996 - 11:00 AM*  
**(OR IMMEDIATELY FOLLOWING BOARD BRIEFING)**  
*Multnomah County Courthouse, Room 602*  
*1021 SW Fourth, Portland*

**EXECUTIVE SESSION**

E-1            *The Multnomah County Board of Commissioners Will Meet in Executive Session Pursuant to ORS 192.660(1)(d) for Labor Negotiator Consultation Concerning Possible Labor Negotiations with the Deputy Sheriffs Association. Presented by Darrell Murray. 1 HOUR REQUESTED.*

TANYA COLLIER  
Multnomah County Commissioner  
District 3



1120 SW Fifth St, Suite 1500  
Portland, OR 97204  
(503) 248-5217

January 8, 1996

## MEMORANDUM

TO: Debbie Bogstad, Board Clark

FROM: Tanya Collier, County Commissioner 

RE: Attendance at January 11, 1996 Board Meeting

I will be late to the meeting on Thursday. I must attend an appeal hearing for the building permit for the Brentwood-Darlington Community Family Resource Center project which is scheduled for 9:00 a.m. on that day. I should be able to make it to the Board Meeting by 10:00 for the Court House briefing. I would appreciate your making the appropriate arrangements to accomodate my late arrival.

Thank you for your consideration.

JAN 11 1996

Meeting Date: \_\_\_\_\_  
Agenda No. : C-1

(Above Space for Board Clerk's Use *ONLY*)

AGENDA PLACEMENT FORM

SUBJECT: Appointments/Reappointments to Citizen Advisory Boards & Commissions

BOARD BRIEFING: Date Requested:  
Requested By:  
Amount of Time Needed:

REGULAR MEETING: Date Requested: January 11, 1996  
Amount of Time Needed: Consent Agenda

DEPARTMENT: Nondepartmental DIVISION: Chair's Office

CONTACT: Delma Farrell TELEPHONE: 2248-3953  
BLDG/ROOM: 106/1515

PERSON(S) MAKING PRESENTATION:

**ACTION REQUESTED:**

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

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

Appointment of Marlene Clark to Consumer Member Position on Community Health Council and Dr. John Oki to Dental Provider Position on Community Health Council both for terms ending 6/30/98.

Re-appointment of Gerardo Madrigal to Community Member Position on Community Health Council for term ending 6/30/98

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Stein

OR

MANAGER: \_\_\_\_\_

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 DEC 29 AM 10:43

*Any Questions? Call the Office of the Board Clerk at 248-3277 or 248-5222.*

forms\apf.doc\12.95

# MULTNOMAH COUNTY OREGON

## INTEREST FORM FOR CITIZEN ADVISORY BOARDS & COMMISSIONS

The purpose of this form is to obtain information for use in making appointments to Multnomah County Citizen Advisory Boards & Commissions, and to assist the County Chair in making inquiries concerning the qualifications of applicants for appointment. If you have a resume or supplemental information which further details your involvement in volunteer activities, public affairs, civic services, published writings or affiliations, please attach them to this form. Thank you for your interest.

A. Please list, in order of priority, any Multnomah County Citizen Advisory Board or Commission on which you would be interested in serving.

Multnomah County Community Health Council

B. Name: Marlene CLARK

Address: 4257 N. ALASKA #110

City/State/Zip: PORTLAND OR 97203

Home Phone: 503) 289-9538

C. ~~Columbia Union~~ Columbia Union TAMARACK Resident Council

Address: 9001 N. W. W. W.

City/State/Zip: PORTLAND OREGON 97203

Work Phone/Extension: 503) 289-9372

Occupation: (Volunteer) vice President Resident Council

D. Affirmative Action Information (This section is voluntary. Under Federal Law, this information may not be used to discriminate against you.)

Sex: M  F

Racial/

Ethnic Background:  African-American  Asian  Caucasian

Hispanic  Native American  Other

Date of Birth: Month 8 Date 29 Year 47

E. List major paid employment and volunteer activities which may related to service on boards and commissions.

DATES:

EMPLOYER/VOLUNTEER ACTIVITY

\_\_\_\_\_  
\_\_\_\_\_

F. Circle from the list below fields in which you have interest or ability:

- |                                   |                                    |
|-----------------------------------|------------------------------------|
| Aging/Elderly                     | <u>Handicapped/Disabled Issues</u> |
| Agriculture                       | <u>Health Care</u>                 |
| <u>Alcohol/Drug Treatment</u>     | <u>Housing</u>                     |
| <u>Animal Welfare</u>             | Juvenile Justice Issues            |
| Art                               | Labor/Labor Relations              |
| <u>Children and Families</u>      | Land Use Planning                  |
| Civil Rights/Discrimination       | Library Services                   |
| Corrections/Law Enforcement       | <u>Mental Health Services</u>      |
| <u>Economic Development/Trade</u> | Minority Affairs                   |
| Environment/Natural Resources     | Transportation                     |
| Food Services                     | Other _____                        |

G. Conflict of Interest: Please list potential conflicts of interest between private life and public service which might result from service on a board or commission.

I don't believe there are any

H. References: Please list names, addresses, and phone numbers of two people who may be contacted as references:

Antoinette Edwards 9025 N. Dana Portland, Or. 97203 (503) 396-5717  
Susan Francis 9009 N. Dana Portland, Or. 97203 (503) 289-9322

I. My signature affirms that all information is true to the best of my knowledge and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration, or subsequent to appointment to a board or commission, may result in dismissal.

Signature: Harlow E. Clark Date: 11-13-95

Contact: Delma Farrell

Beverly Stein, Multnomah County Chair  
 1120 SW Fifth Room 1515  
 Portland, Oregon 97204 Tel. (503) 248-3308  
 FAX: (503) 248-3093  
 E-Mail: MultChair@aol.com

# MULTNOMAH COUNTY OREGON

## INTEREST FORM FOR CITIZEN ADVISORY BOARDS & COMMISSIONS

The purpose of this form is to obtain information for use in making appointments to Multnomah County Citizen Advisory Boards & Commissions, and to assist the County Chair in making inquiries concerning the qualifications of applicants for appointment. If you have a resume or supplemental information which further details your involvement in volunteer activities, public affairs, civic services, published writings or affiliations, please attach them to this form. Thank you for your interest.

A. Please list, in order of priority, any Multnomah County Citizen Advisory Board or Commission on which you would be interested in serving.

Community Health Council

B. Name: JOHN T. OK

Address: <sup>Home</sup> 4237 SW Sprout Way <sup>Office</sup> 3511 E 36th

City/State/Zip: Beaverton, OR Portland, OR

Home Phone: (503) 848-6360

C. Current Employer: GERIATRIC DENTAL GROUP

Address: 35th SE 36th

City/State/Zip: PORTLAND, OR

Work Phone/Extension: (503) 739-8057

Occupation: DENTIST

D. Affirmative Action Information (This section is voluntary. Under Federal Law, this information may not be used to discriminate against you.)

Sex:  M  F

Racial/  
Ethnic Background:  African-American  Asian  Caucasian  
 Hispanic  Native American  Other

Date of Birth: Month 8 Date 18 Year 68

E. List major paid employment and volunteer activities which may related to service on boards and commissions.

DATES:

EMPLOYER/VOLUNTEER ACTIVITY

12/94 - present

GERIATRIC DENTAL GROUP

F. Circle from the list below fields in which you have interest or ability:

Aging/Elderly

Agriculture

Alcohol/Drug Treatment

Animal Welfare

Art

Children and Families

Civil Rights/Discrimination

Corrections/Law Enforcement

Economic Development/Trade

Environment/Natural Resources

Food Services

Handicapped/Disabled Issues

Health Care

Housing

Juvenile Justice Issues

Labor/Labor Relations

Land Use Planning

Library Services

Mental Health Services

Minority Affairs

Transportation

Other \_\_\_\_\_

G. Conflict of Interest: Please list potential conflicts of interest between private life and public service which might result from service on a board or commission.

None.

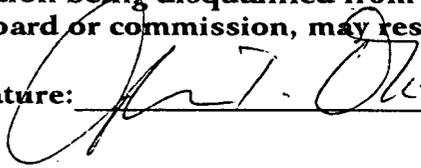
H. References: Please list names, addresses, and phone numbers of two people who may be contacted as references:

MARIS KIELB, 10312 NW ALDENLOW Way, PORTLAND, 97229 297-3134

PAM LINDER, 3511 SE 36<sup>TH</sup>, PORTLAND, OR 97202 239-8037

I. My signature affirms that all information is true to the best of my knowledge and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration, or subsequent to appointment to a board or commission, may result in dismissal.

Signature: \_\_\_\_\_



DND

Date: \_\_\_\_\_

11-7-95

Contact: Delma Farrell

**Beverly Stein, Multnomah County Chair**

**1120 SW Fifth Room 1515**

**Portland, Oregon 97204 Tel. (503) 248-3308**

**FAX: (503) 248-3093**

**E-Mail: MultChair@aol.com**

MEETING DATE: JAN 11 1996

AGENDA NO.: C-2

(Above space for Board Clerk's Use ONLY)

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**AGENDA PLACEMENT FORM**

**SUBJECT:** Amendment 1 to Contract #200566 with the State Children's Services Division

**BOARD BRIEFING** Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

**REGULAR MEETING** Date Requested: \_\_\_\_\_

Amount of Time Needed: 5 minutes or less

**DEPARTMENT:** Health

**DIVISION:** \_\_\_\_\_

**CONTACT:** Karen Garber

**TELEPHONE #:** x6207

**BLDG/ROOM #:** 160/7th

**PERSON(S) MAKING PRESENTATION:** Tom Fronk

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

The County provides a 1.0 FTE public health nurse to the State's Family Support Team Project. This amendment extends the term of the agreement for a second year, changing the expiration date from June 30, 1996, to June 30, 1997.

1/11/96 ORIGINALS TO KAREN GARBER

**SIGNATURES REQUIRED:**

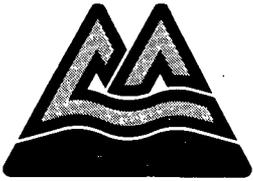
**ELECTED OFFICIAL:** \_\_\_\_\_

Or

**DEPARTMENT MANAGER:** Bill Odegaard

(ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES)

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222  
5654



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204-2394  
(503) 248-3674  
FAX (503) 248-3676  
TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

DATE: December 21, 1995  
TO: Board of County Commissioners  
FROM: Billi Odegaard, Director, Health Department *Billi Odegaard*  
SUBJECT: Amendment 1 to Contract #200566 with the State Children's Services Division

- I. Recommendation/Action Requested: The Health Department recommends Board ratification of Amendment 1 to Contract #200566 with the State Children's Services Division (now the State Office for Services to Children and Families) for the period from the date of execution to and including June 30, 1997.
- II. Background/Analysis: This agreement has been renewed annually since 1986. The Health Department provides a 1.0 FTE public health nurse for the State's Family Support Team Project, a multi-agency team of professionals who provide intervention and treatment services for substance-abusing families with children. Project objectives include ensuring the well-being of children, reducing the likelihood of abuse and/or neglect, and providing a supportive environment which allows for the healthy development of children. The team also includes a Multnomah County substance abuse specialist, CSD caseworkers, human services aides, and administrative support. This amendment changes the expiration date from June 30, 1996, to June 30, 1997 (increasing the term of the agreement from one year to two years), and adjusts reimbursement accordingly.
- III. Financial Impact: The County will be reimbursed \$56,136 for fiscal year 1995-96 and \$57,600 for fiscal year 1996-97.
- IV. Legal Issues: None
- V. Controversial Issues: None
- VI. Link to Current County Policies: Continuing to cooperate with other government agencies in the provision of quality health care.
- VII. Citizen Participation: None
- VIII. Other Government Participation: None

# MULTNOMAH COUNTY CONTRACT APPROVAL FORM

(See Administrative Procedures CON-1)

Contract # 200566

Previously Approved Contract Boilerplate:  Attached  Not Attached

Amendment # 1

<p style="text-align: center;"><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$25,000</p> <p><input type="checkbox"/> Intergovernmental Agreement under \$25,000</p> <p><input type="checkbox"/> Expenditure</p> <p><input type="checkbox"/> Revenue</p>	<p style="text-align: center;"><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCR Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p> <p><input type="checkbox"/> Retroactive</p>	<p style="text-align: center;"><b>CLASS III</b></p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement over \$25,000</p> <p><input type="checkbox"/> Expenditure</p> <p style="text-align: center;"><b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b></p> <p>AGENDA # <u>C-2</u> DATE <u>1/11/96</u></p> <p style="text-align: center;"><b>DEB BOGSTAD</b></p> <p style="text-align: center;"><b>BOARD CLERK</b></p>
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Department: Health Division: \_\_\_\_\_ Date: 12/20/95

Contract Originator: Carole Cole Phone: x2480 Bldg/Room: 403

Administrative Contact: Karen Garber Phone: x6207 Bldg/Room: 160/7

**Description of Contract:**

Public health nurse (from Mid County Field Team) for State's Family Support Team Project--East County Branch Office. This amendment extends the term of the agreement from one year to two and adjusts reimbursement accordingly.

RFP/BID #: \_\_\_\_\_ Date of RFP/BID: \_\_\_\_\_ Exemption Expiration Date: \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  QRF

<p>Contractor Name: <u>Oregon Children's Services</u></p> <p>Mailing Address: <u>Division (now SOSCF)</u> <u>500 Summer Street NE</u> <u>Salem, OR 97310-1017</u></p> <p>Phone: <u>945-5651</u></p> <p>Employer ID# or SS#: <u>n/a</u></p> <p>Effective Date: <u>Date of Execution</u></p> <p>Termination Date: <u>June 30, 1997</u></p> <p>Original Contract Amount: \$ <u>56,136</u></p> <p>Total Amt of Previous Amendments: \$ <u>n/a</u></p> <p>Amount of Amendment: \$ <u>57,600</u></p> <p>Total Amount of Agreement: \$ <u>113,736</u></p>	<p>Frances Dehlin</p> <p>Bill to Address (if different) <u>Francis Dehlin</u> <u>SOSCF East County Branch, 3618 SE 122nd Avenue,</u> <u>Portland, OR 97236</u></p> <p>Payment Schedule _____ Terms _____</p> <p><input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Due on Receipt</p> <p><input checked="" type="checkbox"/> Monthly \$ <u>See below*</u> <input type="checkbox"/> Net 30</p> <p><input type="checkbox"/> Other \$ _____ <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Requirements contract - Requisition Required</p> <p>Purchase Order No. _____</p> <p><input type="checkbox"/> Requirements Not to Exceed \$ _____</p> <p>Encumber: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>*7/1/95 - 6/30/96: \$4,768 per month (\$56,136/year)</p> <p>7/1/96 - 6/30/97: \$4,800 per month (\$57,600/year)</p>
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**REQUIRED SIGNATURES:**

Department Manager: Billi Odygaard Date: 12-21-95

Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_

(Class II Contracts Only)

County Counsel: Kate Bachner Date: 12-17-95

County Chair/Sheriff: Debra Dehlin Date: January 11, 1996

Contract Administration: \_\_\_\_\_ Date: \_\_\_\_\_

(Class I, Class II Contracts Only)

VENDOR CODE				VENDOR NAME				TOTAL AMOUNT: \$			
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC DEC
01	156	015	0480					0389	Family Support Team		
02											
03											

If additional space is needed, attach separate page. Write contract # on top of page.

AMENDMENT OF INTERGOVERNMENTAL AGREEMENT

CSD Contract Log Number: 5-1176 096511 AC4

Date: November 16, 1995

AMENDMENT #1

AMENDMENT OF AGREEMENT 5-0243 096511 AC4, dated June 14, 1995, between MULTNOMAH COUNTY HEALTH DIVISION hereinafter referred to as the "Agency", and the State of Oregon, Department of Human Resources, Children's Services Division, or its successor.

The agreement is amended as follows:

1. By amending the agreement face sheet paragraph entitled **Effective Date and Duration** to change the agreement expiration date from June 30, 1996 to June 30, 1997.
2. By amending the agreement face sheet paragraph entitled **Consideration** to change the amount not to exceed from \$56,136.00 to \$113,736.00.
3. By amending the agreement document entitled SCHEDULE, SECTION II, Consideration, paragraph A, only, to read as follows:
  - A. As consideration for the services provided by the Agency for the period beginning July 1, 1995, and ending June 30, 1997, payment shall be subject to the provisions of ORS 293.462 (payment of overdue account charges); the Department will pay to the Agency, by check(s), an amount not to exceed \$113,736.00, to be reimbursed as follows:
    1. For the period beginning July 1, 1995, and ending June 30, 1996, an amount not to exceed \$56,136.00, reimbursed at the rate of \$4,678.00 per month for a maximum of 12 months for up to 1.0 full time Public Health Nurse.
    2. For the period beginning July 1, 1996, and ending June 30, 1997, an amount not to exceed \$57,600.00, reimbursed at the rate of \$4,800.00 per month for a maximum of 12 months for up to 1.0 full time Public Health Nurse.

All other terms, provisions, and conditions of this agreement remain unchanged.

This agreement shall be effective immediately upon full execution by all parties.

Approved by the Agency:

Signature: Beverly Stein Title: County Chair Date: January 11, 1996

Approved by Children's Services Division, Department of Human Resources:

By: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by Contracts Officer: Adelle Talon Date: 11/27/95

Approved for Legal Sufficiency: \_\_\_\_\_ N/A \_\_\_\_\_ Asst. A.G., Date: \_\_\_\_\_

REVIEWED:

Laurence B. Kressel, County Counsel  
for Multnomah County, Oregon

By Katie Gaetjens  
Katie Gaetjens

Date 12/27/95

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-2 DATE 1/11/96  
DEB BOGSTAD  
BOARD CLERK

MEETING DATE: JAN 11 1996

AGENDA NO.: C-3

(Above space for Board Clerk's Use ONLY)

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**AGENDA PLACEMENT FORM**

SUBJECT: Intergovernmental agreement with Oregon Health Sciences University

BOARD BRIEFING Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING Date Requested: \_\_\_\_\_

Amount of Time Needed: 5 minutes or less

DEPARTMENT: Health DIVISION: Dental Services

CONTACT: Gordon Empey TELEPHONE #: x6334

BLDG/ROOM #: 160/8

PERSON(S) MAKING PRESENTATION: Tom Fronk

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

Contract #201246: Provision of dental services for low-income County residents.

1/11/96 ORIGINALS TO KAREN CLARBER

**SIGNATURES REQUIRED:**

ELECTED OFFICIAL: \_\_\_\_\_

Or

DEPARTMENT MANAGER: Billi Odegaard tomf 12-27-95

(ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES)

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222  
5654



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204-2394  
(503) 248-3674  
FAX (503) 248-3676  
TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

DATE: December 21, 1995

TO: Board of County Commissioners

FROM: Billi Odegaard, Director, Health Department *Billi Odegaard*

SUBJECT: Intergovernmental agreement with Oregon Health Sciences University (Russell Street Dental Clinic) for dental services for low-income residents

- I. Recommendation/Action Requested: The Health Department recommends Board ratification of Contract #201246 with Oregon Health Sciences University for the period December 1, 1995, to and including November 30, 1998.
- II. Background/Analysis: This agreement, which has been renewed annually since July 1976, continues support for OHSU's Russell Street Dental Clinic in the provision of dental care to low-income residents. The agreement is funded by the Health Department's Primary Care "330" federal grant. We are extending the term of the agreement to three years to match the term of the project and to reduce administrative processing.

The Health Department initially delayed the processing of this contract because we have not yet received a grant award for 1995-96. It was recently decided to proceed with the contract in anticipation of receiving funding similar to 1994-95. According to Region X of the Department of Health and Human Services, the grant award is in the process of being issued, and no delays beyond the normal administrative delays are expected. DHHS will award 95% of the 1994-95 funding initially; remaining funds will be awarded once the budget bill is signed. If the final grant award is less than anticipated, the contract will be amended.

Although the last contract expired November 30, the contractor is providing continuous service in good faith. Therefore, the contract is retroactive to December 1, 1995.

- III. Financial Impact: OHSU will receive \$278,670 annually. The agreement is funded by the Health Department's Primary Care "330" federal grant.

- IV. Legal Issues: None
- V. Controversial Issues: None
- VI. Link to Current County Policies: Continuing to work with other governmental agencies in the provision of health care.
- VII. Citizen Participation: None
- VIII. Other Government Participation: None

# MULTNOMAH COUNTY CONTRACT APPROVAL FORM

(See Administrative Procedures CON-1)

Contract # 201246

Previously Approved Contract Boilerplate:  Attached  Modified

Amendment # \_\_\_\_\_

<p style="text-align: center;"><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$25,000</p> <p><input type="checkbox"/> Intergovernmental Agreement under \$25,000</p> <p><input type="checkbox"/> Expenditure</p> <p><input type="checkbox"/> Revenue</p>	<p style="text-align: center;"><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p> <p><input type="checkbox"/> Retroactive</p>	<p style="text-align: center;"><b>CLASS III</b></p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement over \$25,000</p> <p><input checked="" type="checkbox"/> Expenditure</p> <p style="text-align: center;"><b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b></p> <p style="text-align: center;">AGENDA # <u>C-3</u> DATE <u>1/11/96</u></p> <p style="text-align: center;"><u>DEB BOGSTAD</u></p> <p style="text-align: center;"><b>BOARD CLERK</b></p>
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Department: Health Division: Dental Services Date: 12/21/95

Contract Originator: Gordon Empey Phone: x6334 Bldg/Room: 160/8

Administrative Contact: Karen Garber Phone: x6207 Bldg/Room: 160/7

**Description of Contract:**

Continued support for OHSU's Russell Street Dental Clinic in the provision of dental services for low-income County residents. This agreement is funded by the Health Department's Primary Care "330" federal grant. (RENEWAL)

RFP/BID #: \_\_\_\_\_ Date of RFP/BID: \_\_\_\_\_ Exemption Expiration Date: \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  QRF

<p>Contractor: <u>Oregon Health Sciences University</u></p> <p>Mailing Address: <u>3181 SW Sam Jackson Park Road</u> <u>Portland, OR 97201</u></p> <p>Phone: _____</p> <p>Employer ID# or SS#: <u>93-1176109</u></p> <p>Effective Date: <u>December 1, 1995</u></p> <p>Termination Date: <u>November 30, 1998</u></p> <p>Original Contract Amount: <u>\$ 278,670 annually</u></p> <p>Total Amt of Previous Amendments: \$ _____</p> <p>Amount of Amendment: \$ _____</p> <p>Total Amount of Agreement: \$ _____</p>	<p>Dr. David Rosenstein, Director, Russell Street Dawn Goodman, Contracts Officer, Research Services</p> <p>Remittance Address (if different) _____</p> <hr/> <p>Payment Schedule <span style="float: right;">Terms</span></p> <p><input type="checkbox"/> Lump Sum \$ _____ <span style="float: right;"><input type="checkbox"/> Due on Receipt</span></p> <p><input checked="" type="checkbox"/> Monthly \$ <u>23,222.50</u> <span style="float: right;"><input type="checkbox"/> Net 30</span></p> <p><input type="checkbox"/> Other \$ _____ <span style="float: right;"><input type="checkbox"/> Other</span></p> <p><input type="checkbox"/> Requirements contract - Requisition Required</p> <p>Purchase Order No. _____</p> <p><input type="checkbox"/> Requirements Not to Exceed \$ _____</p> <p>Encumber: Yes <input type="checkbox"/> No <input type="checkbox"/></p>
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**REQUIRED SIGNATURES:**

Department Manager: *Bill Odegaard* Date: 12-27-95

Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_

County Counsel: *Kathy Dargatzis* Date: 1/3/96

County Chair/Sheriff: *Wally Dean* Date: January 11, 1996

Contract Administration: \_\_\_\_\_ Date: \_\_\_\_\_

(Class I, Class II Contracts Only)

VENDOR CODE				VENDOR NAME				TOTAL AMOUNT: \$			
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC DEC
01	156	015	<del>0740</del>			6060		<del>0340</del>	Russell St Dental		
02			<u>0610</u>					<u>0300</u>			
03											

If additional space is needed, attach separate page. Write contract # on top of page.

## DENTAL SERVICE AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT is between MULTNOMAH COUNTY, acting by and through its Health Department, (hereinafter referred to as "COUNTY"), and OREGON HEALTH SCIENCES UNIVERSITY, a public corporation, (hereinafter referred to as "UNIVERSITY").

WITNESSETH:

WHEREAS, UNIVERSITY is providing dental services through its School of Dentistry at Project Dental Health (Russell Street Dental Center), located at 214 North Russell Street, Portland, Oregon; and

WHEREAS, COUNTY receives federal funds to purchase dental services for low-income COUNTY residents through an agreement with UNIVERSITY;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

1. TERM

This Agreement shall become effective when fully executed retroactive to December 1, 1995, and shall expire November 30, 1998, unless sooner terminated under the provisions hereof.

2. DEFINITIONS

As used in this Agreement:

- A. "Center" shall mean Project Dental Health.
- B. "Dental Services" shall (except as expressly limited by Exhibit B) mean those professional services provided by dentists, students, and parodontal personnel, including diagnostic, preventive, surgical, and therapeutic services which are prescribed and directed by dentists and performed by dentists, students, and parodontal personnel.
- C. "Third-Party Payor" shall mean parties such as insurance organizations, Medicare, Medicaid, or individuals which make payments for dental services rendered to patients.
- D. "Contact Person" shall mean the representatives of each party. The contact person at the COUNTY shall be the Dental Health Director. The contact person at the UNIVERSITY shall be the Dental Project Director.

3. ELIGIBILITY

UNIVERSITY shall provide dental services to patients who meet the income criteria detailed in COUNTY's Discount Schedule. The Discount Schedule for fiscal year 1995-96 is attached to this Agreement as Exhibit C.

4. SERVICES

- A. UNIVERSITY shall provide comprehensive dental care services as described in Exhibit A.

- B. UNIVERSITY shall provide dental services of a quality that is commensurate with the quality of dental care provided to the general public by private dentists in the Portland area.

5. COMPENSATION

- A. COUNTY shall reimburse UNIVERSITY up to a maximum of \$278,670 annually, as authorized for dental services at UNIVERSITY by a Department of Health and Human Services, Public Health Service Region X (DHHS) grant to COUNTY. COUNTY shall initiate processing for a COUNTY warrant for UNIVERSITY in the amount of \$23,222.50 by the 5th working day of each month following the delivery of services (e.g. payment for December's services will be initiated by January 5). The final November payment each year will be reconciled to actual yearly expenditures.
- B. UNIVERSITY will submit quarterly financial and performance reports no later than 30 calendar days following the end of each quarter.
- C. UNIVERSITY will take reasonable steps to ascertain third-party coverage of all patients and will make reasonable efforts to obtain reimbursement for covered services.
- D. UNIVERSITY will charge patients for dental services rendered using COUNTY's Discount Schedule. The Discount Schedule for fiscal year 1995-96 is attached to this Agreement as Exhibit C.
- E. COUNTY certifies that sufficient funds are available and authorized to finance the costs of this Contract through the fiscal year ending June 30, 1996. In the event that funds cease to be available to COUNTY in the amounts anticipated during the remainder of the fiscal year, or in the event that sufficient funds are not approved and authorized in the next fiscal year, COUNTY may terminate or reduce Contract funding accordingly. COUNTY will notify CONTRACTOR as soon as it receives notification from funding source. Reduction or termination will not affect payment for accountable expenses prior to the effective date of such action.
- F. All final billings affecting Agreement payments must be received within thirty (30) days after the end of the Agreement period. Agreement payments not triggered or billed within this specified time period will be the sole responsibility of UNIVERSITY.

6. DENTAL AND DENTAL HYGIENE STUDENTS

- A. By this Agreement, both parties recognize the teaching opportunities presented by the Center, as well as the potential for increased patient care afforded by access to health professional students.
- B. UNIVERSITY may allow up to four (4) dental or dental hygiene students to engage in clinical practices at the Center on any regularly scheduled working day, provided that the following conditions are satisfied:
  - 1) Students shall be supervised by a faculty dentist duly authorized by UNIVERSITY, within the constraints of the law, to supervise clinical treatment.
  - 2) Center patients shall always be informed when a student will be providing treatment. Any Center patient who wishes to refuse service from a student may do so.

7. RESEARCH

- A. UNIVERSITY will inform both COUNTY and patients, or person(s) legally responsible for patients, of any clinical dental investigations, experiments, or research proposed.
- B. Any such investigations, experiments, or research shall be limited by and conducted in accordance with law and accepted medical and dental standards relating to such research. Any investigations, experiments, or research involving human subjects shall be subject to approval by the UNIVERSITY's Committee on Human Research.
- C. Written consent for any investigations, experiments, or research shall be obtained from patients, or person(s) legally responsible for patients.

8. REPORTING REQUIREMENTS

- A. UNIVERSITY shall submit to COUNTY such financial, statistical, and narrative reports as may be required to meet DHHS reporting requirements. This includes BCRR reports for services provided in calendar year 1995, and the new Uniform Data System (UDS) reports for services provided in calendar year 1996. Such reports will be submitted to COUNTY within twenty (20) working days following the end of each calendar quarter. If additional reports are developed for Center management, UNIVERSITY shall make them available to COUNTY.
- B. UNIVERSITY agrees to compile and have available all statistics required by BCHDA and to comply with all BCHDA policies.

9. GRIEVANCES

Grievances involving professional care not satisfactorily resolved among patients, COUNTY and UNIVERSITY shall be referred to the Multnomah County Dental Association Peer Review Committee for resolution.

10. MAJOR DISASTER OR EPIDEMIC

In the event of any major disaster or epidemic, UNIVERSITY shall render dental services insofar as practical, according to its best judgement, within the limitations of such facilities and personnel as are then available, but UNIVERSITY shall have no liability or obligation for delay or failure to provide dental services due to lack of available facilities or personnel if such lack is the result of such disaster or epidemic.

11. CIRCUMSTANCES BEYOND UNIVERSITY'S CONTROL

In the event that, due to circumstances not reasonably within the control of UNIVERSITY, such as complete or partial destruction of facilities, war, riot, civil insurrection, labor disputes, disability of a significant part of UNIVERSITY personnel, or similar causes, the rendition of dental services hereunder is delayed or rendered impractical, UNIVERSITY shall have no liability or obligation on account of such delay or failure to provide services.

**INTERGOVERNMENTAL AGREEMENT  
STANDARD CONDITIONS**

1. INDEPENDENT CONTRACTOR STATUS

UNIVERSITY is an independent contractor and is solely responsible for the conduct of its programs. UNIVERSITY, its employees and agents shall not be deemed employees or agents of COUNTY.

2. INDEMNIFICATION

A. UNIVERSITY shall defend, hold and save harmless COUNTY, its officers, agents, and employees from damages arising out of the tortious acts of UNIVERSITY, or its officers, agents, and employees acting within the scope of their employment and duties in performance of this Agreement subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and any applicable provisions of the Oregon Constitution.

B. COUNTY shall defend, hold and save harmless UNIVERSITY, its officers, agents, and employees from damages arising out of the tortious acts of COUNTY, or its officers, agents, and employees acting within the scope of their employment and duties in performance of this Agreement subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and any applicable provisions of the Oregon Constitution.

3. WORKERS' COMPENSATION INSURANCE

UNIVERSITY shall maintain workers' compensation insurance coverage for all non-exempt workers, employees, and subcontractors either as a carrier-insured employer or a self-insured employer as provided in Chapter 656 of Oregon Revised Statutes.

4. TAXPAYER IDENTIFICATION NUMBER

UNIVERSITY shall furnish to COUNTY its federal employer identification number, as designated by the Internal Revenue Service.

5. SUBCONTRACTS AND ASSIGNMENT

UNIVERSITY shall neither subcontract with others for any of the work prescribed herein, nor assign any of UNIVERSITY's rights acquired hereunder without obtaining prior written approval from COUNTY. COUNTY by this Agreement incurs no liability to third persons for payment of any compensation provided herein to UNIVERSITY.

6. RECORD CONFIDENTIALITY

A. COUNTY and UNIVERSITY agree to keep all client records confidential in accordance with state and federal statutes and rules governing confidentiality.

B. The use or disclosure by any party of any information concerning a patient for any purpose not directly connected with the administration of the COUNTY's or UNIVERSITY's responsibilities with respect to services provided under this Agreement is prohibited except on written consent of the patient, his/her attorney, or the person(s) legally responsible for the patient.

- C. Only upon receipt of written consent from the patient, his/her attorney, or the person(s) legally responsible for the patient, or where required by law, will UNIVERSITY provide access to patient's records.

7. ACCESS TO RECORDS

- A. Records shall be the property and responsibility of UNIVERSITY during the period of this Agreement; however, where authorized by or on behalf of the patient, or where permitted or required by law, COUNTY shall have the right to examine such records and to make copies thereof at its cost.
- B. UNIVERSITY agrees to permit authorized representatives of COUNTY, and/or the applicable federal or state government audit agency, to audit the records of UNIVERSITY at any time during the three-year period from the date of completion or termination of this Agreement. UNIVERSITY shall also permit authorized representatives of COUNTY's Health Department to site-visit all programs covered by this Agreement. Audits and site visits shall be directed only to services provided by UNIVERSITY and payments provided by COUNTY under terms of this Agreement. If an audit or site visit discloses that payments to UNIVERSITY were in excess of the amount to which UNIVERSITY was entitled, UNIVERSITY shall repay the amount of excess to COUNTY. Repayment shall be made in a manner specified by COUNTY.

8. ADHERENCE TO LAW

- A. UNIVERSITY shall adhere to all applicable laws governing its relationship with its employees, including but not limited to laws, rules, regulations and policies concerning workers' compensation, and minimum and prevailing wage requirements.
- B. UNIVERSITY shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms, conditions or privileges or employment, nor shall any person be excluded from participation in, be denied the benefits, or be subjected to discrimination under any program or activity because of such individual's race, color, religion, sex, national origin, age or handicap. In that regard, UNIVERSITY must comply with all applicable provisions of Executive Order Number 11246 as amended by Executive Order Number 11375 of the President of the United States dated September 24, 1965, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and Section 504 of the Rehabilitation Act of 1973 as implemented by 45 C.F.R. 84.4 and the Americans with Disabilities Act of 1990, Public Law Number 101-336 and all enacting regulations of the EEOC and Department of Justice. UNIVERSITY will also comply with all applicable rules, regulations and orders of the Secretary of Labor concerning equal opportunity in employment and the provision of ORS Chapter 659.

9. MODIFICATION

- A. In the event that COUNTY's Agreement obligation is amended by a federal- or state-initiated change, COUNTY shall amend this Agreement through written notification of changes sent to UNIVERSITY by mail. UNIVERSITY shall return to COUNTY within twenty (20) working days a signed acknowledgment of receipt of COUNTY's notification document.

- B. Any other amendments to the provisions of this Agreement, whether initiated by COUNTY or UNIVERSITY, shall be reduced to writing and signed by both parties.

10. WAIVER OF DEFAULT

Waiver of a default shall not be deemed to be a waiver of any subsequent default. Waiver of any breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the provisions of this Agreement

11. EARLY TERMINATION

- A. Violation of any of the rules, procedures, attachments, or conditions of this Agreement may, at the option of either party, be cause for termination of the Agreement and, unless and until corrected, of funding support by COUNTY and services by UNIVERSITY, or be cause for placing conditions on said funding and/or service, which may include withholding of funds. Waiver by either party of any violation of this Agreement shall not prevent said party from invoking the remedies of this paragraph for any succeeding violations of this Agreement.
- B. This agreement may be terminated prior to the expiration of the agreed-upon term:
- 1) Immediately by mutual written consent of the parties, or at such time as the parties provide.
  - 2) By either party by sixty (60) calendar days' written notice to the other party, delivered by certified mail or in person.
  - 3) By COUNTY effective upon delivery of written notice to UNIVERSITY, delivered by certified mail or in person, under any of the following conditions:
    - a) If funds cease to be available to COUNTY in the amounts anticipated. Both parties agree that this Agreement is subject to the availability of federal funds.
    - b) Upon notice of denial, revocation, suspension or non-renewal of any license or certificate required by law or regulation to be held by UNIVERSITY to provide a service under this Agreement.
    - c) If UNIVERSITY fails to begin services on the date specified in this Agreement, or if UNIVERSITY fails to continue to provide service for the entire Agreement period.
    - d) If COUNTY has evidence that UNIVERSITY has endangered or is endangering the health and safety of clients/residents, staff, or the public.
- C. Payment to UNIVERSITY will include all services provided through the day of termination and shall be in full satisfaction of all claims by UNIVERSITY against COUNTY under this Agreement.
- D. Termination under any provision of this section shall not affect any right, obligation or liability of UNIVERSITY or COUNTY which accrued prior to such termination.

12. LITIGATION

- A. UNIVERSITY shall give COUNTY immediate notice in writing of any action or suit filed or any claim made against UNIVERSITY or any subcontractor of which UNIVERSITY may be aware which may result in litigation related in any way to this Agreement.

B. COUNTY shall give UNIVERSITY immediate notice in writing of any action or suit filed or any claim made against COUNTY or any subcontractor of which COUNTY may be aware which may result in litigation related in any way to this Agreement.

13. OREGON LAW AND FORUM

This Agreement shall be construed and governed according to the laws of the State of Oregon.

14. INTEGRATION

This Agreement contains the entire Agreement between the parties and supersedes all prior written or oral discussions or agreements.

15. CERTIFICATION REGARDING LOBBYING

A. No federal appropriated funds can be or will be paid, by or on behalf of UNIVERSITY, to any person for influencing or attempting to influence an officer or an employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this Agreement, UNIVERSITY shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

16. OMB CIRCULAR A-128

If UNIVERSITY is a sub-recipient of federal funds passed through COUNTY, UNIVERSITY shall submit to COUNTY an annual federal compliance audit in conformity with OMB Circular A-128 and the federal Single Audit Act of 1984.

IN WITNESS WHEREOF, the parties have caused this Agreement, including the Standard Conditions and any attachments incorporated herein, to be executed by their duly authorized officers the day and year first above written.

OREGON HEALTH SCIENCES  
UNIVERSITY

By \_\_\_\_\_  
Dennis Borden, Ph.D.  
Assistant Vice President for  
Research Administration  
Date \_\_\_\_\_

93-1176109  
Contractor's Federal ID Number

MULTNOMAH COUNTY, OREGON

By Beverly Stein  
Beverly Stein, Multnomah County Chair  
Date January 11, 1996

HEALTH DEPARTMENT

By Billi Odegaard  
Billi Odegaard, Director  
Date 12-27-95

By Gordon Empey  
Gordon Empey, Program Manager  
Date 12/27/95

REVIEWED:

Laurence B. Kressel, County Counsel for  
Multnomah County, Oregon

By Katie Gaetjens  
Katie Gaetjens  
Date 1/3/96

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-3 DATE 1/11/96  
DEB BOGSTAD  
BOARD CLERK

**EXHIBIT A  
DENTAL CARE BENEFITS**

The following dental services shall be provided by the University's School of Dentistry at the Project Dental Health (PDH) in Portland. Dental services provided at other facilities will not be covered unless specifically authorized by PDH staff. All services are subject to the section on Exclusions and Limitations.

<b>PROVIDED SERVICES</b>	<b>BENEFIT COVERAGE</b>
Dental Examinations	Provided in full at PDH
Diagnosis and Treatment Plan	Provided in full at PDH
Patient Counseling and Preventive Procedures	Provided in full at PDH
Emergency Care for Acute Conditions	Provided in full at PDH
Oral Surgery	Provided in full at PDH
Preventive Maintenance	Provided in full at PDH
Restorative Dentistry	Provided at PDH - Salvageable carious teeth restored to functional acceptability. Porcelain and gold fillings provided only when teeth cannot be adequately restored by any other filling materials
Prosthetic Appliances	Provided at PDH - Includes full or partial dentures, bridges, and space maintainers. Minimum copayment equal to laboratory fee required. Full or partial dentures provided at selected nursing homes by PDH staff.
Endodontics	Provided at PDH - Limited to two teeth.
Periodontics	Provided at PDH - Excludes periodontal surgery.

**EXHIBIT B**  
**LIMITATIONS AND EXCLUSIONS**

**EXCLUSIONS**

1. Any dental condition for which a benefit is payable under workers' compensation laws, occupational disease laws, employers liability laws, or other laws or insurance or self-insurance with similar purposes, whether or not the benefit is actually paid or applied for, is not covered.
2. Any dental condition resulting from services in the armed forces of any country or from war, either declared or undeclared, is not covered.
3. Any services or materials which are paid for or made available by any state or federal agency or under any law, and for which enrollees are not required to pay, are not covered.
4. Any services or materials furnished by state mental hospitals or by the Veterans Administration of the United States are not covered.
5. Any procedures or treatments which are not generally accepted by the dental professional are not covered.
6. Dental services provided for purely cosmetic reasons are not covered.
7. Services of dentists who are not on the staff of Project Dental Health, except with prior approval of PDH staff, are not covered.
8. Any procedures which require treatment at institutions providing specialized facilities, except with prior approval of PDH staff, are not covered.
9. Orthodontic treatment, other than extractions connected therewith or appliances for maintaining and regaining space, is not covered.
10. Any procedures that require treatment of conditions that are the result of congenital or developmental malformations are not covered.
11. Periodontal surgery is not covered.
12. Prescribed medications are not covered.

**LIMITATIONS**

1. Endodontics - limited to two teeth
2. Fixed crowns and bridges - limited to two abutments and pontics, not to exceed four units total. Minimum copayment is to be equal to the laboratory fee.
3. Additional endodontics, crown and bridge, periodontal surgery and minor orthodontics are available to enrollees on a space-available basis and charged at full fee in accordance with the currently established fee schedule.

**DISCOUNT SCHEDULE**  
**FEDERAL YEAR 1995-96**  
 May 1, 1995 - April 30, 1996

Based on Monthly GROSS Family Income and Family Size

Patient Category by Monthly Gross Income Range

Family Size	Payor Level				
	Minimum Charge (Up to 100% FPL)	25% of Full Amount (Up to 133% FPL)	50% of Full Amount (Up to 167% FPL)	75% of Full Amount (Up to 200% FPL)	100% of Full Amount (More than 200% FPL)
1	Up to \$623	From 624 to 832	From 833 to 1038	From 1039 to 1247	Over \$1248
2	Up to \$836	From 837 to 1115	From 1116 to 1393	From 1394 to 1672	Over \$1673
3	Up to \$1049	From 1050 to 1399	From 1400 to 1748	From 1749 to 2098	Over \$2099
4	Up to \$1263	From 1264 to 1684	From 1685 to 2105	From 2106 to 2526	Over \$2527
5	Up to \$1476	From 1477 to 1968	From 1969 to 2460	From 2461 to 2952	Over \$2953
6	Up to \$1689	From 1690 to 2252	From 2253 to 2815	From 2816 to 3378	Over \$3379
7	Up to \$1903	From 1904 to 2537	From 2538 to 3172	From 3173 to 3806	Over \$3807
8	Up to \$2116	From 2117 to 2821	From 2822 to 3527	From 3528 to 4232	Over \$4233
9	Up to \$2329	From 2330 to 3105	From 3106 to 3882	From 3883 to 4658	Over \$4659
10	Up to \$2543	From 2544 to 3391	From 3392 to 4238	From 4239 to 5086	Over \$5087
11	Up to \$2756	From 2757 to 3675	From 3676 to 4593	From 4594 to 5512	Over \$5513
12	Up to \$2969	From 2970 to 3959	From 3960 to 4948	From 4949 to 5938	Over \$5939
13	Up to \$3183	From 3184 to 4244	From 4245 to 5305	From 5306 to 6366	Over \$6367
14	Up to \$3396	From 3397 to 4528	From 4529 to 5660	From 5661 to 6792	Over \$6793
15	Up to \$3609	From 3610 to 4812	From 4813 to 6015	From 6016 to 7218	Over \$7219
16	Up to \$3823	From 3824 to 5097	From 5098 to 6372	From 6373 to 7646	Over \$7647
17	Up to \$4036	From 4037 to 5381	From 5382 to 6727	From 6728 to 8072	Over \$8073
18	Up to \$4249	From 4250 to 5665	From 5666 to 7082	From 7083 to 8498	Over \$8499
19	Up to \$4463	From 4464 to 5951	From 5952 to 7438	From 7439 to 8926	Over \$8927
20	Up to \$4676	From 4677 to 6235	From 6236 to 7793	From 7794 to 9352	Over \$9353

Contract #201246

Page 11

EXHIBIT C

MEETING DATE: January 11, 1996

AGENDA #: R-2

ESTIMATED START TIME: 9:50am

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Presentation of Certificate of Achievement for Excellence

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_

REQUESTED BY: \_\_\_\_\_

AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, January 11, 1996

AMOUNT OF TIME NEEDED: 2 minutes

DEPARTMENT: Non-Departmental

DIVISION: Chair Beverly Stein

CONTACT: Delma Farrell

TELEPHONE #: 248-3953

BLDG/ROOM #: 106/1515

PERSON(S) MAKING PRESENTATION: Chair Beverly Stein

ACTION REQUESTED:

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

SUGGESTED AGENDA TITLE:

Presentation of Certificate of Achievement for Excellence in Financial Reporting Presented to David Boyer and Jean Uzelac on Behalf of the Finance Division and Multnomah County, for its Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 1994

\*Bestowed by the GOVERNMENT FINANCE OFFICERS ASSOCIATION\*

SIGNATURES REQUIRED:

ELECTED OFFICIAL: \_\_\_\_\_

(OR)

DEPARTMENT

MANAGER: \_\_\_\_\_



ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

BUDGET MODIFICATION NO.

DSS 1

JAN 11 1996

(For Clerk's Use) Meeting Date

Agenda No.

R-3

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

January 11, 1996

(Date)

DEPARTMENT Support Services

DIVISION Budget & Quality

CONTACT Keri Hardwick

TELEPHON 248-3883 x 6266

\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

Keri Hardwick

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

See Agenda Placement Form.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

Personnel changes are shown in detail on the attached sheet

This budget modification reverses a \$750,000 service reimbursement from the General Fund Special Appropriation organization, and instead transfers the funds to department budgets. There are cash transfers to the non-General Fund programs. The appropriate expenditures are also budgeted for the departments.

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

None.

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

N/A Fund Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_

Date

After this modification \$ \_\_\_\_\_

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

*Keri Hardwick*

*1/2/96*

*Beverly Stein*

*1/2/96*

*Keri Hardwick*

*1/2/96*

*Deborah C. Boustao*

*1/11/96*

BUDGET MODIFICATION NO  DSS |

Expenditure

Transactio [ ]  TRANSACTION DA ACCOUNTING PERIOD: \_\_\_\_\_

BUDGET FY:  96

Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
403	030	7935			8400	853,490	103,490	(750,000)	(750,000)	Remove from ISD's budget
100	050	9480			7200	750,000	0	(750,000)		Eliminate SR to ISD
100	050	9480			7608			339,108		Transfer to Fed/St Fund
100	050	9480			7610			50,883		Transfer to Library Fund
100	050	7400			8400			47,660		Non-D/DSS
100	023	2411			8400			49,978		DA
100	030	5015			6230			4,153		DES
100	030	5015			8400			134,037		DES
100	012	2712			6230			73,567		DJJS
100	025	3025			8400			50,614	0	MCSO
156	011	1729			6230			30,000		Aging Services
156	011	1729			8400			12,483		Aging Services
156	015	0930			8400			92,337		Health
156	010	0120			8400			116,407		CFSD
156	021	2180			8400			87,881	339,108	DCC
162	080	8460			8400			50,883	50,883	Library
									(360,009)	Total Expenditure Change

Revenue

Transactio [ ]  TRANSACTION DA ACCOUNTING PERIOD: \_\_\_\_\_

BUDGET FY: \_\_\_\_\_

Fund	Agency	Organi- zation	Activity	Reporting Category	Rev Source	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
403	030	7090			6600	5700343	4,950,343	(750,000)	(750,000)	
156	011	1729			7601			42,483		
156	015	0930			7601			92,337		
156	010	0120			7601			116,407		
156	021	2180			7601			87,881	339,108	
162	080	8460			7601			50,883	50,883	
									(360,009)	Total Revenue Change



# MULTNOMAH COUNTY, OREGON

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN  
DAN SALTZMAN  
GARY HANSEN  
TANYA COLLIER  
SHARRON KELLEY

BUDGET & QUALITY OFFICE  
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: Keri Hardwick, Budget Office *KH*  
DATE: January 3, 1996  
SUBJECT: Budget Modification DSS 1, Infrastructure Funds Allocation.

I. Recommendation / Action Requested:

Approve Budget Modification DSS 1.

II. Background / Analysis:

In the 1995-96 Adopted Budget, the Board allocated \$750,000 as a special appropriation from the General Fund for information technology "infrastructure", in recognition of the fact that most of the County's strategic goals with respect to IT are unachievable without the proper hardware infrastructure in place.

The Data Processing Management Committee (DPMC) was charged with determining the allocation of these funds (hereinafter referred to as the "Infrastructure Fund"). A subcommittee of the DPMC Operating Staff, after discussing many options, determined that an internal "RFP" process was the best way to allocate the funds. This "RFP" required each department to apply for Infrastructure Funds, and provide an equal match of department funds for "eligible purchases" in order to demonstrate that the department was also making a commitment to IT. See the attached "Application for Infrastructure Funds" for more details on the process.

Department submissions were reviewed by a six member panel composed of 2 members each from the DPMC, the DPMC Operating Staff and SPIT. The findings and recommended allocation from that group are found in the attached memo to the DPMC, dated December 20, 1995. Because total request were over \$1,750,000, and the total available funding was \$750,000, no department is getting it's entire request.

The DPMC unanimously approved the recommendations of the allocation panel at their December 20, 1995 meeting. This budget modification transfers the funds to the departments so that they can make their expenditures. The departments may expend the Infrastructure Funds on any items in the priority one category on the item list they submitted. Priority one items:

- Provide PC capacity where it is currently needed but does not exist;
- Replace PC's which are below the County's minimum "keep" standard;
- Provide local area network (LAN) capacity where it does not exist.

Departments will submit an addendum to their department IT plans which will describe specifically how they spent the Infrastructure Funds this year, and what their needs in these priority one areas continue to be.

III. Financial Impact:

No impact other than the expenditure of budgeted funds.

IV. Legal Issues:

None

V. Controversial Issues:

There is potential controversy over the allocation of the funds between departments. However, the DPMC, composed of all departments and elected official representatives, unanimously approved this allocation.

VI. Link to Current County Policies:

Representatives from many departments worked together on both the "RFP" process and the subsequent allocation, so in that way this process ties to the RESULTS initiative.

Also, this project will further our IT strategic goals of connectivity, access and data sharing. These goals are also critical to performance measurement and providing better customer service through the use of technology.

VII. Citizen Participation:

Although there was no citizen participation in this allocation process, the strategic planning for information technology team had outside representatives, and the strategic plan is what has led to this allocation.

VIII. Other Government Participation:

None.



## MULTNOMAH COUNTY, OREGON

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### MEMORANDUM

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To: Data Processing Management Committee

From: Infrastructure Fund Allocation Committee

Date: December 20, 1995

Subject: Infrastructure Fund - Proposed Allocation

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#### Background:

The 1995-96 Adopted Budget includes \$750,000 for "IT infrastructure." The Data Processing Management Committee (DPMC) directed the DPMC Operating Committee (DPOC) to determine the method for allocating these funds. A sub-committee of the DPOC determined that an internal "RFP" process would be the best method to perform this distribution, and developed the "Application for Infrastructure Funds." Both the concept and process were approved by the DPOC and DPMC. For this process, the two main goals (stated to be equivalent) were to provide a minimum standard of PC capacity and to create LAN connectivity.

A committee of six individuals (2 from DPMC, 2 from DPOC and 2 from the Strategic Planning for Information Technology (SPIT) team) was appointed to create the proposed allocation based on the departments' applications. This report is from that committee. Our members are:

Jann Brown, Dept. of Juvenile Justice Services  
Pam Butalla, Community & Family Services Dept.  
Jeanne Goodrich, Library Dept.  
Keri Hardwick, Dept. of Support Services  
Billi Odegaard, Health Dept.  
Dan Oldham, Sheriff's Office

#### Findings:

Total requests were \$1,757,428. This figure is 2.3 times greater than the allotted \$750,000, which made the work of the committee very difficult. Anecdotal evidence suggests a wide disparity in the attitudes and assumptions used by the departments in preparing their requests.

The most obvious (and not-unanticipated) finding is that the County's needs far exceed the resources available this year. The second finding is that all departments thoughtfully prepared their responses and presented genuine needs. Because of this, our third finding is that there is no "perfect" method to allocate these scarce resources. The committee considered many different allocation methods before settling on the one discussed below.

Recommendations:

1. Allocate the funds for 1995-96 based on the following formula:
  - a. Distribute one-third of the funds (\$250,000) evenly to all departments, thereby guaranteeing a "floor" of \$25,000 to each.
  - b. Pro-rate the remaining two-thirds (\$500,000) based on the request from the department less any items designated as "Priority 2."

A table showing these allocations is attached.

2. It is up to the departments to determine how best to spend their allocation. The only stipulation is that the funds must be used for items which are on the Application for Infrastructure Funds' Item List.
3. The DPMC should decide whether, and how, any monitoring of this spending will occur, and how the funds will become available to the departments. The committee did not discuss this issue.
4. The DPMC, as their final act, should recommend to the Chair that the infrastructure funds be repeated in the 1996-97 budget, in recognition of the size of the need and the importance of creating the hardware base to meeting the County's information technology goals.

Sheet1

Department	Total List	Request \$	Source 4 request	Request w/o 4's	Pro-rated Req.	Pro-rated + 25,000 (Proposed Allocation)	
Aging	\$130,769	\$62,100	\$4,145	\$57,955	\$17,483	\$42,483	Aging
CFSD	669,624	339,001	36,000	303,001	91,407	116,407	CFSD
DA	170,945	82,800	0	82,800	24,978	49,978	DA
DCC	416,884	208,442	0	208,442	62,881	87,881	DCC
DES	772,106	386,053	10,845	375,208	113,190	138,190	DES
Health	544,519	272,220	49,008	223,212	67,337	92,337	Health
Juvenile	321,987	160,993	0	160,993	48,567	73,567	Juvenile
Library	171,789	85,800	0	85,800	25,883	50,883	Library
MCSO	169,906	84,906	0	84,906	25,614	50,614	MCSO
Non-D/DSS	150,544	75,113	0	75,113	22,659	47,659	Non-D/DSS
<b>Total</b>	<b>\$3,519,073</b>	<b>\$1,757,428</b>	<b>\$99,998</b>	<b>\$1,657,430</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>Total</b>

**'Request for Proposals'  
(Informal)**

***I. Introduction***

The county has set aside \$750,000 (referred to hereinafter as the Infrastructure Fund) for developing and enhancing its internal infrastructure capabilities for generating, utilizing, and sharing information. This funding is intended to advance overall goals identified in the Information Technology Strategic Plan, including:

- Connectivity;
- Access; and
- Data Sharing.

The Data Processing Management Committee (DPMC) has been charged with the responsibility for allocating the Infrastructure Fund with the intent is to do the most possible towards improving our information technology infrastructure, and to do this in the fairest manner possible. The best method for using this money at this time to achieve the goals and objectives of the strategic plan is to facilitate the departments'/ divisions' acquisition of desktop and LAN hardware for use by county employees. We acknowledge that there are several shortcomings to this approach:

- Hardware purchase is only a piece of using a workstation or LAN;
- In some areas providing technology for public use is of equivalent or higher priority than that for internal use;
- There is not sufficient funding to completely meet all needs in even this limited scope.

However, we believe that funding desktop and LAN hardware will provide the most benefit to the county as a whole, and provide the first steps towards a complete information technology infrastructure. Toward these ends, we have imposed the following conditions:

1. We will require a 100% match for the funds; and
2. We are going to distribute the funds based on this informal request for proposals (RFP).

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<sup>1</sup> We are labeling this allotment procedure as an informal request for proposals to make it clear that this process does not carry the legal implications and obligations of a formal RFP. We are utilizing this process strictly as an informal and internal process for the allocation of the funds in question.

# APPLICATION FOR INFRASTRUCTURE FUNDS

## II. Process Overview and Timeline

### Overview

Departments may apply for infrastructure fund moneys to fund personal computer and LAN hardware purchases. The department must provide a 100% match for all requested funds. A six member review panel will evaluate the submissions, and provide an allocation plan to the DPMC. Requisitions for actual purchases will be reviewed against requested purchases, to make sure infrastructure funds are used for the purposes described in the application. Specific details about each phase of the process are found in this document.

### Timeline

Departments receive this instruction packet and application forms	October 18, 1995
Completed applications due date	November 30, 1995
Panel review	December 1 - December 19, 1995
Recommended allocations to DPMC	December 20, 1995
Departments notified of allocations	December 21, 1995

## III. Expectations and Priorities

There are two primary expectations for county employees' workstations resulting from the strategic planning effort. Departments need to plan how they will achieve these expectations.

1. Work sites will need to be ready to be connected to the WAN. This requires that individual PC's be connected to a LAN.
2. PC's in use will be at least the minimum standard. The current minimum standard is a 386 DX processor, 33 MHz, 8 Mb RAM.

This infrastructure funding process is designed to assist departments in achieving these expectations. Therefore, the following types of purchases are the first level priorities for this process; all three are considered equivalent:

- Providing personal computer capability where it presently does not exist, for use by county employees.
- Replacing computers which are below the minimum standard, for use by county employees.<sup>2</sup>

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<sup>2</sup> Departments are strongly encouraged to replace machines which are below the minimum standard, rather than upgrading them.

## APPLICATION FOR INFRASTRUCTURE FUNDS

- Creating a LAN (cabling, server, NIC's), for use by county employees.

Other eligible purchases will be allowable, but will be considered as secondary priorities and will only be funded if there is less than \$750,000 requested for the three high priority categories.

### ***IV. What is Eligible?***

Any hardware item for desktop computing or LAN connectivity is eligible to be requested in this process, and department expenditures/budget for these items may be used as match. This includes the items listed as high priority above, as well as items such as: *(List for example purposes, should not be considered to limit possibilities.)*

- Replacing/upgrading machines at or above the minimum standard.
- Peripheral equipment such as
  - communications servers
  - printers
  - scanners.
- Laptops in addition to desktops.

Additions to workstation or laptop PC's that bring them above the minimum standard (e.g., extra memory) are eligible to be counted as match.

### ***IV. What is Not Eligible?***

Examples of items that are not eligible for Infrastructure Fund or to be counted as match include, *but are not limited to:*<sup>3</sup>

- Software whose price is not included with a new PC purchased, including any network software;
- Training;
- Personnel or professional services to install or support any new acquisitions.

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<sup>3</sup> If any questions remain as to the eligibility of any given purchase, please contact Keri Hardwick, 248-3883, ext. 6266

# APPLICATION FOR INFRASTRUCTURE FUNDS

## V. *What is Match?*

Departments are expected to approach this process in good faith and expend funds identified as match for the purposes identified in their application for Infrastructure Funds.

Match consists of any funds, from any funding source, which:

- Are for eligible items as described in section III., What is Eligible?; AND
- Can be identified in a department's FY 1995-96 Adopted Budget and have not yet been expended or encumbered; OR
- Have already been used in FY 1995-96 to purchase eligible items; OR
- For which the department has created a Budget Modification that has been approved by the Department Director.

⇒ Carryover from FY 1994-95 is not eligible to be counted as match.

## VI. *Cost Information*

There are several standards which must be used when preparing responses. All personal computers purchased must be at least the county's new minimum standard configuration for new purchases:

**DESKTOP:** Pentium processor, 90 Mhz, 16 Mb RAM  
**LAPTOP:** 486 DX processor, 75 Mhz, 8 Mb RAM

The Infrastructure Fund will pay the following for standard personal computers. Departments requiring configurations above the standard must bear any costs over these amounts for their desired PC's.

**DESKTOP:** \$2,300 (includes monitor)  
**LAPTOP:** \$3,000

For simplicity, LAN wiring should be estimated at **\$250 per node**.

## VII. *The Selection Process*

The proposals will be reviewed by a panel consisting of :

- 2 Data Processing Management Committee members;
- 2 Data Processing Management Committee Operating Staff members; and
- 2 Strategic Planning for Information Technology (SPIT) team members.

## APPLICATION FOR INFRASTRUCTURE FUNDS

Those groups have chosen their representatives:

DPMC: Billi Odegaard, Health Dept., and Dan Oldham, MCSO  
DPOC: Jann Brown, DJJS, and Pam Butalla, CFSD  
SPIT: Jeanne Goodrich, Library, and Keri Hardwick, Budget & Quality

The panel will evaluate the written proposals and, at their discretion, conduct oral interviews with any or all parties submitting a proposal. During the review the panel may request additional information, either in writing or verbally, to help them arrive at a decision on any specific proposal(s).

The review panel reserves the right to reject any or all of the proposals as non-responsive.

In the event that there are insufficient moneys to fund even the high priorities, the review committee may negotiate a reduced funding level - i.e., they may offer less than a 100% match to departmental funds.

### *VIII. The Application*

The application for Infrastructure Funds is a specific document that can be found as an attachment to this document, and is available on diskette. Departments must use the format provided by those forms.

There are four sections:

1. Department identifying information.
2. Narrative regarding plans to achieve the expectations laid out above.
3. List of items to be purchased.
4. Identification of match.

Each department may submit one proposal, which should clearly indicate their priorities. One proposal for non-departmental functions should be submitted through the Chair's Office. The Sheriff and District Attorney should each submit one request. Other elected officials (County Chair, each County Commissioner and the County Auditor) should decide whether they want to submit a combined request, separate requests, or combine with the non-departmental request. One original and six copies of the completed proposal must be submitted to:

Keri Hardwick  
Budget & Quality Office  
1120 S.W. 5th Ave., Room 1400  
Portland, OR 97204

## APPLICATION FOR INFRASTRUCTURE FUNDS

Interoffice: 106/1400/Budget  
Phone: 248-3883 X 6266

The proposal (original and six copies) must be **received by 5:00 p.m. Thursday, November 30, 1995.**

### Late Proposals:

Proposals received after 5:00 p.m. November 30, 1995 will be considered late and non-responsive.

For further information, contact Keri Hardwick, 248-3883, ext. 6266, or e-mail via the MS Mail system. Copies of questions received and answers given will be distributed to all departments.

### ***The Rest of the Process:***

Applications will be reviewed and necessary interviews conducted during the first two weeks of December. The selection committee will make their recommended funding allocations to the DPMC on December 20, 1995. Upon DPMC approval, departments will be notified of their award levels.

Purchase requisitions for Infrastructure Fund purchases will be prepared by the departments. These requisitions will be reviewed by ISD for the following:

- Equipment requisitioned matches equipment in the department's application;
- Purchases planned are from reputable vendors;
- Potential for volume purchases.

Departments will be contacted to work out any questions which may arise from this review.

MEETING DATE: \_\_\_\_\_

AGENDA # : \_\_\_\_\_

ESTIMATED START TIME: \_\_\_\_\_

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: **Budget Modification DSS 1, which distributes IT infrastructure funds.**

BOARD BRIEFING:

DATE REQUESTED: \_\_\_\_\_

REQUESTED BY: \_\_\_\_\_

AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING:

DATE REQUESTED: January 11, 1996

AMOUNT OF TIME NEEDED: 5-10 Minutes

DEPARTMENT: DSS

DIVISION: Budget & Quality

CONTACT: Keri Hardwick

TELEPHONE #: 6266

BLDG/ROOM #: 106/1400

PERSON(S) MAKING PRESENTATION: Keri Hardwick

ACTION REQUESTED:

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

SUGGESTED AGENDA TITLE:

**Budget Modification DSS 1, reversing a budgeted service reimbursement to the Data Processing fund and equipment expenditures from that fund. Transfers the \$750,000 to departments, to be spent in accordance with the Infrastructure Funds allocation, based on the internal "RFP" process which concluded December 20, 1995.**

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Stein

(OR)  
DEPARTMENT MANAGER: \_\_\_\_\_

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES