

ANNOTATED MINUTES

Thursday, November 7, 2002 - 9:00 AM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

BOARD BRIEFING

Chair Diane Linn convened the meeting at 9:04 a.m., with Commissioners Lisa Naito and Serena Cruz present, Commissioner Maria Rojo de Steffey excused, and Vice-Chair Lonnie Roberts arriving at 9:05 a.m.

- B-1 Update Regarding County's Housing Initiatives and Projects, a New Homeless Planning Initiative from the City, and the Strategic Investment Program Community Housing Fund. Presented by Diane Luther.

DIANE LUTHER PRESENTATION AND REQUEST FOR POLICY DIRECTION. MS. LUTHER AND PETER WILCOX RESPONSE TO BOARD QUESTIONS AND DISCUSSION. BOARD CONSENSUS IN SUPPORT OF JOINT PARTICIPATION WITH THE CITY OF PORTLAND REGARDING HOUSING FOR HOMELESS WITH SPECIAL NEEDS FOCUS.

There being no further business, the briefing was adjourned and the regular meeting was convened at 9:30 a.m.

Thursday, November 7, 2002 - 9:30 AM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

REGULAR MEETING

Chair Diane Linn convened the meeting at 9:30 a.m., with Vice-Chair Lonnie Roberts and Commissioners Lisa Naito and Serena Cruz present, and Commissioner Maria Rojo de Steffey excused.

CONSENT CALENDAR

***AT THE REQUEST OF CHAIR LINN AND UPON
MOTION OF COMMISSIONER ROBERTS,
SECONDED BY COMMISSIONER NAITO,
CONSENT CALENDAR ITEMS C-2 AND C-3 WERE
UNANIMOUSLY APPROVED.***

DEPARTMENT OF COUNTY HUMAN SERVICES

- C-2 Budget Modification CHS_8 Increasing the Developmental Disabilities Budget by \$470,168 Recognizing Deferred State Mental Health Grant Revenue from FY-02 and Adjusting the Budget to Reflect the Modified Plan Sent to the State; Net Reduction of 1.00 FTE

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES

- C-3 Budget Modification DBCS 02-06 Increasing Revenue and Expenditure Budgets in Two Funds that Account for Money that is Collected by Multnomah County and Passed Directly through to Other Agencies

REGULAR AGENDA

DEPARTMENT OF COUNTY HUMAN SERVICES

- C-1 Budget Modification CHS_7 Removing City of Portland Bridgeview Revenue (\$246,686) from the Department Budget. The City is Contracting Directly with Providers.

***AT THE REQUEST OF CHAIR LINN AND UPON
MOTION OF COMMISSIONER NAITO, SECONDED
BY COMMISSIONER ROBERTS, CONSENT
CALENDAR ITEM C-1 WAS UNANIMOUSLY
RESCHEDULED FOR THURSDAY, NOVEMBER 14,
2002.***

PUBLIC COMMENT

Opportunity for Public Comment on Non-Agenda Matters. Testimony is Limited to Three Minutes per Person.

***LADDIE READ COMMENTS URGING SUPPORT
OF MEASURE 28 TEMPORARY INCOME TAX
PROPOSAL ON THE JANUARY, 2003 SPECIAL
ELECTION BALLOT TO PROVIDE HUMAN***

***SERVICES, INCLUDING ASSISTANCE FOR
DISABLED CITIZENS.***

- R-2 RESOLUTION Scheduling a Public Hearing and Directing Notice Thereof for the Consideration of the Legalization of a Portion of Butler Road

***COMMISSIONER NAITO MOVED AND
COMMISSIONER ROBERTS SECONDED,
APPROVAL OF R-2. SURVEYOR ROBERT
HOVDEN EXPLANATION AND RESPONSE TO A
QUESTION OF COMMISSIONER ROBERTS.
RESOLUTION 02-139 UNANIMOUSLY ADOPTED
SETTING A PUBLIC HEARING ON THE MATTER
FOR THURSDAY, DECEMBER 19, 2002.***

- R-3 First Reading of an ORDINANCE Amending Multnomah County Code Chapters 33, 34 and 35 to Move Filming and Associated Activities from a Review Use to an Allowed Use Within All Exclusive Farm Use Zones

***ORDINANCE READ BY TITLE ONLY. COPIES
AVAILABLE. COMMISSIONER CRUZ MOVED
AND COMMISSIONER ROBERTS SECONDED,
APPROVAL OF FIRST READING. SUSAN MUIR
AND TOM SIMPSON EXPLANATION AND
RESPONSE TO BOARD QUESTIONS REGARDING
TRAFFIC IMPLICATION AND MITIGATION
PLANS. PATRICK BROTHERS TESTIMONY IN
SUPPORT OF ORDINANCE AS LONG AS
ADEQUATE NOTIFICATION OF NEIGHBORING
AND AFFECTED RESIDENTS IS GIVEN.
VERONICA RINARD OF OREGON FILM AND
VIDEO OFFICE, TESTIMONY IN SUPPORT OF
ORDINANCE AND EXPEDITED LAND USE
PERMITTING PROCESS FOR FILM INDUSTRY.
MS. MUIR RESPONSE TO MS. TESTIMONY AND
BOARD DISCUSSION. CHAIR LINN COMMENTS
IN SUPPORT OF ORDINANCE, ADVISING IT
EASES PERMIT REQUIREMENTS, PROVIDES
ECONOMIC OPPORTUNITIES TO THE AREA AND
IS A GOOD BALANCE OF PROMOTING INDUSTRY
LOCALLY, PROTECTING NATURAL RESOURCES
AND NOT HINDERING NEIGHBORING FARM
OPERATIONS. FIRST READING UNANIMOUSLY***

APPROVED. SECOND READING THURSDAY,
NOVEMBER 14, 2002.

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES

R-1 Presentation of Employee Service Awards Honoring Multnomah County
Employees with 5 to 30 Years of Service

**CHAIR LINN PRESENTED SPECIAL
RECOGNITION TO JODI ERICKSON, GAIL
FOSTER, JERMANH NGUYEN, TERRY MAXWELL
AND DARLENE RABJOHN. WITH THE
ASSISTANCE OF GAIL PARNELL AND JEANIE
STAINO, THE BOARD GREETED,
ACKNOWLEDGED AND PRESENTED 5 YEAR
AWARDS TO: ZINAIDA GUTNIK, THERESA
THEIRL, CAROLYN TREAT AND MEHDI KARIM
OF DCHS; BARBARA MALRAY AND JODI SHAW
OF DCJ; LARRY BARTASAVICH, SHAWN HEARD,
AND APRIL SIEBENALER OF DBCS; MARILA
ALVARES, LINDA DANIELS-CUEVAS AND
PATRICIA GRAHAM OF HD; AND GARY
BOSWELL, DUANE CALCAGNO AND SHAUNA
MCKAIN-STOREY OF DLS. 10 YEAR AWARDS TO:
DENA WILSON AND JERMANH NGUYEN OF
DCHS; GAIL FOSTER, NOREEN GRANNEMAN,
ROGER HERRICK, RICK PEIN, ROGER PETERS,
JAMES VAN DOREN, JOHN WEINEL AND
RODOLFO ABELLERA OF DBCS; KATHERINE
JANSEN-BYRKIT AND JAN SALISBURY OF HD;
AND THOMAS NEWSOM, JERE WHITE AND
LOREN WILLIAMS OF DLS. 15 YEAR AWARDS
TO: TERRANCE MAXWELL, CHERYL MORGAN-
TRAN AND GLEA PRUITT OF DCHS; ALANDRIA
TAYLOR OF DCJ; MICHELE GARDNER, ROBERT
LILLY, DARLENE RABJOHN, NANCY ROBBINS,
THERESA SULLIVAN AND LISA WILLIAMS OF
DBC; DEBORAH MUELLER, CATHIE NIELSEN,
THOMAS SINCIC, CHARLENE ZAHARAKIS AND
WENDY GARBART OF HD; AND KATHLEEN
MILLARD OF OSCP. 20 YEAR AWARDS TO: JODI
ERICKSON OF DA AND JOHN SHIGO OF DBCS;
25 YEAR AWARDS TO: MARJORIE HOUGH,**

KATHRYN LEHNEN AND JAN THOMPSON OF DBCS; AND CHARLOTTE MASCHINO OF DLS; AND 30 YEAR AWARDS TO: CHARLES GRIXGBY, CATHEY KRAMER, BARRY SEITZ AND CYNTHIA HENDERSON OF DBCS AND SHERRY ROCHIN OF DCHS.

The meeting was recessed at 10:00 a.m. and reconvened at 10:05 a.m.

- R-4 First Reading and Possible Adoption of an ORDINANCE Amending Section 38.0710 (PC) Legislative Hearing Process of Multnomah County Code Chapter 38, Land Use Code Columbia River Gorge National Scenic Area, and Declaring an Emergency

ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER NAITO MOVED AND COMMISSIONER ROBERTS SECONDED, APPROVAL OF FIRST READING AND ADOPTION. COUNTY ATTORNEY SANDRA DUFFY EXPLANATION. NO ONE WISHED TO TESTIFY. ORDINANCE 998 UNANIMOUSLY ADOPTED.

- R-5 Emergency Management Update

MIKE OSWALD, DOUG MCGILLIVRAY AND SCOTT SALMON PRESENTATION.

- R-6 RESOLUTION Approving Multnomah County's Emergency Operations Plan

COMMISSIONER NAITO MOVED AND COMMISSIONER ROBERTS SECONDED, APPROVAL OF R-6. DOUG MCGILLIVRAY EXPLANATION AND RESPONSE TO BOARD QUESTIONS AND COMMENTS IN SUPPORT. DICK ALEXANDER OF THE CITIZENS CRIME COMMISSION, TESTIMONY IN SUPPORT OF R-6 AND R-7. RESOLUTION 02-140 UNANIMOUSLY ADOPTED.

- R-7 First Reading of an ORDINANCE Amending MCC Chapter 7 to Add a Subchapter Relating to Emergency Management

ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER NAITO MOVED AND COMMISSIONER ROBERTS SECONDED, APPROVAL OF FIRST READING. DOUG MCGILLIVRAY AND MIKE OSWALD EXPLANATION AND RESPONSE TO BOARD QUESTIONS. NO ONE WISHED TO TESTIFY. FIRST READING UNANIMOUSLY APPROVED. SECOND READING THURSDAY, NOVEMBER 14, 2002.

NON-DEPARTMENTAL

R-8 Alcohol and Drug RFP process and DUII Evaluation Program Update

JOHN BALL, KATHLEEN TREB, ROSEMARY CELAYA-ALSTON, PAUL DUCOMMUN AND CAROL FORD PRESENTATIONS AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION ON ISSUES INCLUDING: DELAYING RFP PROCESS ONE YEAR; SYSTEM PLANNING AND PRIORITIZING; COORDINATION WITH COMMUNITY JUSTICE; FUNDING DUII EVALUATION PROGRAM AND ADES POSITIONS; AND NEED TO DRAFT LEGISLATION TO RAISE FEES TO PAY FOR DUII MONITORING.

There being no further business, the regular meeting was adjourned at 11:20 a.m.

Thursday, November 7, 2002 - 11:00 AM
Multnomah Building, First Floor Commissioners Conference Room 112
501 SE Hawthorne Boulevard, Portland

EXECUTIVE SESSION

Chair Diane Linn convened the meeting at 11:25 a.m., with Commissioners Lisa Naito, Serena Cruz present, and Commissioner Maria Rojo de Steffey excused, and Vice-Chair Lonnie Roberts arriving at 11:30 a.m.

- E-1 The Multnomah County Board of Commissioners will meet in Executive Session pursuant to ORS 192.660(1)(h) for consultation with counsel concerning current litigation or litigation likely to be filed. Only representatives of the news media and designated staff are allowed to attend. Representatives of the news media and all other attendees are specifically directed not to disclose information that is the subject of the executive session. No final decision will be made in the Executive Session.

EXECUTIVE SESSION HELD.

There being no further business, the meeting was adjourned at 11:41 a.m.

BOARD CLERK FOR MULTNOMAH COUNTY, OREGON

Deborah L. Bogstad



Multnomah County Oregon

Board of Commissioners & Agenda

connecting citizens with information and services

BOARD OF COMMISSIONERS

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Commission Dist. 1

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NOVEMBER 7, 2002

BOARD MEETINGS

FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:00 a.m. Briefing on County's Housing Program and SIP Community Housing Fund
Pg 2	9:30 a.m. Opportunity for Public Comment on Non-Agenda Matters
Pg 2	9:30 a.m. County Employee Service Awards
Pg 3	10:00 a.m. 1st Reading of an Ordinance Allowing Filming and Associated Activities with All Exclusive Farm Use Zones
Pg 3	10:15 a.m. Emergency Management Update, Resolution and 1st Reading of an Ordinance
Pg 3	11:00 a.m. Executive Session
	The November 21, November 28, and December 26, 2002 Board Meetings are Cancelled

Thursday meetings of the Multnomah County Board of Commissioners are cable-cast live and taped and may be seen by Cable subscribers in Multnomah County at the following times:

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

Friday, 11:00 PM, Channel 30

Saturday, 10:00 AM, Channel 30

Sunday, 11:00 AM, Channel 30

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(503) 491-7636, ext. 333 for further info

or: <http://www.mctv.org>

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501 SE Hawthorne Boulevard, Portland

BOARD BRIEFING

- B-1 Update Regarding County's Housing Initiatives and Projects, a New Homeless Planning Initiative from the City, and the Strategic Investment Program Community Housing Fund. Presented by Diane Luther. 30 MINUTES REQUESTED.
-

Thursday, November 7, 2002 - 9:30 AM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

REGULAR MEETING

CONSENT CALENDAR - 9:30 AM

DEPARTMENT OF COUNTY HUMAN SERVICES

- C-1 Budget Modification CHS_7 Removing City of Portland Bridgeview Revenue (\$246,686) from the Department Budget. The City is Contracting Directly with Providers.
- C-2 Budget Modification CHS_8 Increasing the Developmental Disabilities Budget by \$470,168 Recognizing Deferred State Mental Health Grant Revenue from FY-02 and Adjusting the Budget to Reflect the Modified Plan Sent to the State; Net Reduction of 1.00 FTE

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES

- C-3 Budget Modification DBCS 02-06 Increasing Revenue and Expenditure Budgets in Two Funds that Account for Money that is Collected by Multnomah County and Passed Directly through to Other Agencies

REGULAR AGENDA - 9:30 AM

PUBLIC COMMENT - 9:30 AM

Opportunity for Public Comment on Non-Agenda Matters. Testimony is Limited to Three Minutes per Person.

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES - 9:30 AM

- R-1 Presentation of Employee Service Awards Honoring Multnomah County Employees with 5 to 30 Years of Service
- R-2 RESOLUTION Scheduling a Public Hearing and Directing Notice Thereof for the Consideration of the Legalization of a Portion of Butler Road
- R-3 First Reading of an ORDINANCE Amending Multnomah County Code Chapters 33, 34 and 35 to Move Filming and Associated Activities from a Review Use to an Allowed Use Within All Exclusive Farm Use Zones
- R-4 First Reading and Possible Adoption of an ORDINANCE Amending Section 38.0710 (PC) Legislative Hearing Process of Multnomah County Code Chapter 38, Land Use Code Columbia River Gorge National Scenic Area, and Declaring an Emergency
- R-5 Emergency Management Update
- R-6 RESOLUTION Approving Multnomah County's Emergency Operations Plan
- R-7 First Reading of an ORDINANCE Amending MCC Chapter 7 to Add a Subchapter Relating to Emergency Management

NON-DEPARTMENTAL - 10:30 AM

- R-8 Alcohol and Drug RFP process and DUII Evaluation Program Update
-

Thursday, November 7, 2002 - 11:00 AM
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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 counsel concerning current litigation or litigation likely to be filed. Only representatives of the news media and designated staff are allowed to attend. Representatives of the news media and all other attendees are specifically directed not to disclose information that is the subject of the executive session. No final decision will be made in the Executive Session.



Commissioner Maria Rojo de Steffey District 1

Suite 600, Multnomah Building
501 S.E. Hawthorne Blvd.
Portland, Oregon 97214

Phone: (503) 988-5220
FAX: (503) 988-3093
Email: District1@co.multnomah.or.us

MEMORANDUM

DATE: October 18, 2002

TO: Chair Diane Linn
Commissioner Serena Cruz
Commissioner Lisa Naito
Commissioner Lonnie Roberts
Board Clerk Deb Bogstad

FROM: R. Lyne Martin

RE: Board Briefing/Meeting Absences

Commissioner Rojo de Steffey will be out of town November 7th and unable to attend the scheduled Board meeting.

cc: Staff

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: B-1

Estimated Start Time: 9:00 AM

Date Submitted: 10/18/02

Requested Date: November 7, 2002

Amount of Time Requested: 30 minutes

Department: BCS

Division: Facilities

Contact/s: Diane Luther

Phone: 988-4463

Ext.: 84463

I/O Address: 274

Presenters: Diane Luther

Agenda Title: Housing Program Update

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. What action are you requesting from the Board? What is the department/agency recommendation?

No action required at this time.

2. Please provide sufficient background information for the Board and the public to understand this issue.

Update regarding County's housing initiatives and projects, a new homeless planning initiative from the City, and the SIP Community Housing Fund.

3. Explain the fiscal impact (current year and ongoing).

None

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?

- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. Explain any legal and/or policy issues involved.

None

5. Explain any citizen and/or other government participation that has or will take place.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ M. Cecilia Johnson (type name of approver)

Agenda Review Team ☐ By: (type name of approver) Date:

County Housing Program Summary Report

November 7, 2002

Mission – To mobilize the County's resources to leverage partnerships to create housing for populations the County serves. Examples follow:

Housing Projects

Complete

Medford (Beaver) – 62 units for ex-offenders coming out of substance treatment. Partnership with Central City Concern.

Closing Construction

Mid County – 45 units for high need chronically mentally ill, being developed by Cascadia on land leased from the County next to Mid County Health Center. County has contributed land, \$167,000 in SIP Community Housing funds and mental health services dollars. State, federal and City governments will contribute almost \$4 million.

In Development

Always Welcome – transitional housing with living skills training for people with mental illness coming from correctional institutions. Partnership with Volunteers of America, DCJ, DCHS and City of Portland.

Bob Brown House – apartments for disabled low income people with Acquired Brain Injury on land leased from the County next to Cascadia project. Partnership with QUAD Inc. and Aging and Disabilities Services.

Medical Respite – a transitional housing facility for people who are ill or injured and coming from hospitals and correctional facilities, and who are homeless. Partnership with Central City Concern, Health Department, City of Portland, DCJ and others. Add to Hooper Center?

19th and Division – Convert contaminated County-owned site into affordable housing. Partnership with REACH Community Development to apply for EPA grant to help with testing and cleanup due in December.

In Pipeline

20th and Morrison – County property to be offered for sale – potential for a 40-unit special needs housing project and an 85-unit condominium homeownership project.

Gresham Neighborhood Center - Potential for 62 units of elderly/disabled housing.

Hansen Sheriff's Facility – when the Sheriff moves we will be able to redevelop this site for mixed use, including special needs and affordable housing. Potential for up to 300 units of housing and 50,000 square feet of commercial.

Housing Initiatives

City-County Pilot Project – Erik Sten has set aside a minimum of \$1.5 million for new housing projects to be coordinated with County service resources. Projects on list to be funded are Mid-County, Always Welcome, 19th and Division, and Medical Respite. We hope the City will renew this commitment for future years.

Special Needs Committee – This joint City-County committee was charged by the Board with determining how more special needs housing can be built for the County's populations. The Committee has been meeting to identify and prioritize needs, cross-educate each other about housing development and service funding, and identify strategies for increasing housing.

Homeless Planning – The City of Portland is proposing to create a new Homeless Plan, with the goal of ending chronic homelessness by focusing on special needs populations. They will be inviting the County to partner in creating the new Plan.

Homeless Family Shelter Capacity Expansion – potential implementation of the Homeless Family Plan adopted in 2000, which calls for additional shelter facilities for homeless families.

HOPE VI – County staff are meeting to create a coherent "County agenda" for HOPE VI, and we will be meeting with HAP later this month.

Resource Advocacy – The Housing Office will participate in advocacy partnerships to create additional resources for affordable housing on the local, regional and State levels.

Strategic Investment Program Community Housing Fund

Reaffirm that this fund is dedicated to facilitating the development of housing for County-served populations, e.g. Mid County Cascadia and Bob Brown House.

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #: CHS7

Agenda Item #: C-1

Estimated Start Time: 9:30 AM

Date Submitted: 10/17/02

Requested Date: 10/3/02

Amount of Time Requested: N/A

Department: County Human Services

Division: Mental Health & Addiction Svs

Contact/s: Don Carlson/Chris Yager

Phone: 988-3691

Ext.: 83764/26777 I/O Address: 166/7

Presenters: Consent Calendar

Agenda Title: Budget modification CHS7 removes City of Portland Bridgeview revenue (\$246,686). The city is contracting directly with providers.

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

The Department of County Human Services recommends the approval of Budget Modification CHS7

- 2. Please provide sufficient background information for the Board and the public to understand this issue.**

The Department of County Human Services received notification from the city of Portland in June after the budget was adopted; that the city was contracting directly with providers. This modification brings the budget in line to reflect current agreements; no impact on services.

- 3. Explain the fiscal impact (current year and ongoing).**

Pass through expenditures are reduced by \$246,686 and City of Portland Bridgeview Revenue decreases to 0.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?** City of Portland Bridgeview revenue decreases by \$246,686 because the City is contracting directly with providers.
 - ❖ **What budgets are increased/decreased?** Mental Health & Addiction Services pass through expenditures decline by \$246,686
 - ❖ **What do the changes accomplish?** No impact on services
 - ❖ **Do any personnel actions result from this budget modification? Explain.**
N/A
 - ❖ **Is the revenue one-time-only in nature?** N/A
 - ❖ **If a grant, what period does the grant cover?** N/A
 - ❖ **When the grant expires, what are funding plans?**
- NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)**

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues involved.

N/A

5. Explain any citizen and/or other government participation that has or will take place.

N/A

Required Sign Off (NOTE: electronic check indicates approval)

Departmental or Countywide HR ☐ (type name of approver)

_____(signature)

County Attorney ☐ (type name of approver)

_____(signature)

Department/Agency Director ☒ John Ball (type name of approver)

_____(signature)

Budget Analyst ☒ Michael D. Jaspin (type name of approver)

_____(signature)

Agenda Review Team ☐ (type name of approver) Date:

_____(signature)

BUDGET MODIFICATION CHS #7

EXPENDITURES & REVENUES

Budget Fiscal Year: 02/03

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Ln No.	Fund Center	Fund Code	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
			Internal Order	Cost Center	WBS Element						
1	20-80	21010			OP CH PDX	50195	(246,686)	0	246,686		IG-OP-Fed thru Local
2	20-80	21010			OP CH PDX	60160	246,686	0	(246,686)		Pass Through (Bridgeview)
3											
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									0	0	GRAND TOTAL

BOGSTAD Deborah L

From: BELL Iris D
Sent: Wednesday, November 06, 2002 5:37 PM
To: #ALL DISTRICT 1; #ALL DISTRICT 2; #ALL DISTRICT 3; #ALL DISTRICT 4
Cc: LINN Diane M; #AGENDA REVIEW TEAM; BOGSTAD Deborah L
Subject: Removal Of Consent Item from the BCC Agenda for November 7th
Importance: High

Commissioners:

We have decided to remove Consent Item # 1 "**Budget Modification CHS_7 " Removing City of Portland Bridgeview Revenue (\$246,686) from the Department Budget"**", in order that more thorough due diligence on the policy implications involved in returning funds to the City can be explored. Once this has been done, and we have up-dated you on our findings, the Item will be placed on the November 14th Regular BCC Agenda for your consideration.

If you have any questions, please do not hesitate to contact me regarding this matter.

Iris M.D. Bell
Deputy Chief of Staff
Multnomah County Chair's Office
(503) 988-4034

11/6/2002

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #: CHS 8

Agenda Item #: C-2

Estimated Start Time: 9:30 AM

Date Submitted: 10/17/02

Requested Date: 10/3/02

Amount of Time Requested: N/A

Department: County Human Services

Division: Developmental Disabilities

Contact/s: Don Carlson/Chris Yager

Phone: 988-3691

Ext.: 83764/26777 I/O Address: 166/7

Presenters: Consent Calendar

Agenda Title: Budget modification CHS8 increases Developmental Disabilities budget by \$470,168 recognizing deferred State Mental Health Grant (SMHG) revenue from FY02 and adjusts the budget to reflect the modified plan sent to the state; net reduction of 1.00 FTE.

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. **What action are you requesting from the Board? What is the department/agency recommendation?**

The Department of County Human Services recommends approval of budget modification CHS8

2. **Please provide sufficient background information for the Board and the public to understand this issue.**

The State Mental Health Grant Award is routinely amended by the state via FAA's (Financial Assistance Awards). FAA's changes refine and clarify the scope of services that are delivered. The State Mental Health Grant Award is a biennium grant. FAA's may cross county fiscal years as the county budgets on an annual basis. FAA's are not predictable and can be received at anytime. Budget modification CHS8 adjusts Developmental Disabilities division budget to reflect changes in the plan submitted to the state. Budget modification CHS8 also recognizes unanticipated deferred State Mental Health Grant revenue with in the current biennium (01-03) for Development Disabilities (DD) Division Brokerage program that was unexpended from FY02 based on year-end closing.

3. **Explain the fiscal impact (current year and ongoing).**

Budget modification CHS8 increases SMHG revenue by \$470,168 comprising of the following service elements: \$227,363 DD 149 Brokerage Self Directed Support ; \$113,922 DD148 Brokerage Operations; and \$128,883 of DD 57 Special Projects. Personnel expenses decrease by \$64,403 (1.00 FTE Social Worker) and professional services increase by like amount within the DD Regional Office program. Budget modification CHS8 increases Brokerage program expenditures by \$227,363 for pass through; \$139,839 professional services; \$102 overtime; \$230 printing; \$3,000 rentals; \$77,700 ; supplies; \$3,800 education & training; \$458 local travel; \$10,088 grant paid indirect; \$1,560 Telephone; \$1,546 PC flat fee; and \$5,160 building management. Motor pool expenses decrease by \$250 and distribution by \$428. Budget modification CHS8 increases service reimbursement from the Fed/State fund to the General fund by \$10,088; \$1,560 Telephone Fund; \$5,160 Facilities; \$1,546 Capital Acquisitions (PC Fee). Service reimbursement decreases from the Fed/State to the Distribution fund by \$428 and \$250 to Fleet.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?** Recognizes \$470,168 unanticipated unexpended revenue from FY02 based on year-end closing.
- ❖ **What budgets are increased/decreased?** DD Brokerage program increases by \$470,168, no net change to DD Regional program
- ❖ **What do the changes accomplish?** This modification brings the budget in line with actual & revised revenue agreements with the state.
- ❖ **Do any personnel actions result from this budget modification? Explain.** Budget modification CHS8 cuts a 1.00 FTE Social worker in the Regional program and moves the funds to professional services for consultation.
- ❖ **Is the revenue one-time-only in nature?** Yes, deferred revenue from the first year of the biennium (01-03) to the second year.
- ❖ **If a grant, what period does the grant cover?** 01-03 biennium state grant
- ❖ **When the grant expires, what are funding plans?** On going grant

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues involved.

N/A

5. Explain any citizen and/or other government participation that has or will take place.

N/A

Required Sign Off (NOTE: electronic check indicates approval)

Departmental or Countywide HR ☒ Sharon Mackin (type name of approver)

_____(signature)

County Attorney ☐ (type name of approver)

_____(signature)

Department/Agency Director ☒ John Ball (type name of approver)

_____(signature)

Budget Analyst ☒ Michael D. Jaspin (type name of approver)

_____(signature)

Agenda Review Team ☐ (type name of approver) Date:

_____(signature)

BUDGET MODIFICATION CHS #8

EXPENDITURES & REVENUES

Budget Fiscal Year: 02/03

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Ln No.	Fund Center	Fund Code	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
			Internal Order	Cost Center	WBS Element						
1	20-50	81149			DD BRK PFY 149	50190	0	(227,363)	(227,363)		IG-OP-Fed Thru State
2	20-50	81149			DD BRK PFY 149	60160	0	227,363	227,363		Pass Through
3											
4	20-50	81148			DD BRK PFY 148	50190	0	(130,343)	(130,343)		IG-OP-Fed Thru State
5	20-50	81148			DD BRK PFY 148	60170	0	81,701	81,701		Professional Services
6	20-50	81148			DD BRK PFY 148	60350	0	48,642	48,642		Indirect @2.2% Grant Paid
7											
8	20-50	81148			DD BRK 148	50190	(755,118)	(738,697)	16,421		IG-OP-Fed Thru State
9	20-50	81148			DD BRK 148	60170	24,340	28,596	4,256		Professional Service
10	20-50	81148			DD BRK 148	60180	4,270	4,500	230		Printing
11	20-50	81148			DD BRK 148	60210	0	3,000	3,000		Rentals
12	20-50	81148			DD BRK 148	60240	6,000	8,700	2,700		Supplies
13	20-50	81148			DD BRK 148	60260	2,500	6,300	3,800		Education & Training
14	20-50	81148			DD BRK 148	60270	4,450	4,908	458		Local Travel
15	20-50	81148			DD BRK 148	60350	38,555	0	(38,555)		Indirect @2.2% Grant Paid
16	20-50	81148			DD BRK 148	60370	7,020	8,580	1,560		Telephone
17	20-50	81148			DD BRK 148	60390	7,250	8,796	1,546		PC Flat Fee
18	20-50	81148			DD BRK 148	60410	5,050	4,800	(250)		Motor Pool
19	20-50	81148			DD BRK 148	60430	51,840	57,000	5,160		Building Management
20	20-50	81148			DD BRK 148	60460	2,180	1,752	(428)		Distribution/Postage
21	20-50	81148			DD BRK 148	60110	0	102	102		Overtime
22											
23	20-50	81057			DD BRK SU PFY 57	50190	0	(128,883)	(128,883)		IG-OP-Fed Thru State
24	20-50	81057			DD BRK SU PFY 57	60170	0	53,883	53,883		Professional Services
25	20-50	81057			DD BRK SU PFY 57	60240	0	75,000	75,000		Supplies
26											
27	20-50	81157			DD REG 157	60000	0	(64,403)	(64,403)		Permanent 709731
28	20-50	81157			DD REG 157	60170	95,358	159,761	64,403		Professional Services
29											
									0	0	Total - Page 1
									0	0	GRAND TOTAL

BUDGET MODIFICATION CHS #8

EXPENDITURES & REVENUES

Budget Fiscal Year: 02/03

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Ln No.	Fund Center	Fund Code	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
			Internal Order	Cost Center	WBS Element						
30	70-80	3500		705210		60330		(11,478)	(11,478)		Insurance
31	70-80	3500		705210		50316		11,478	11,478		Service Reimb
32											
33	19	1000		950001000		50310		(10,088)	(10,088)		Svc Reim F/S to General Fund
34	19	1000		950001000		60470		10,088	10,088		Contingency
35											
36	70-90	3502		709520		50310		(1,560)	(1,560)		Svc Reim F/S to Telephone
37	70-90	3502		709520		60200		1,560	1,560		Communications
38											
39	70-92	2508		709201		50310		(1,546)	(1,546)		Svc Reim F/S to Capital
40	70-92	2508		709201		60240		1,546	1,546		Supplies
41											
42	90-40	3501		904100		50310		250	250		Svc Reim F/S to Fleet
43	90-40	3501		904100		60240		(250)	(250)		Supplies
44											
45	90-20	3505		902000		50310		(5,160)	(5,160)		Svc Reim F/S to Facilities
46	90-20	3505		902200		60240		5,160	5,160		Supplies
47											
48	90-40	3504		94400		50310		428	428		Svc Reim F/S to Distribution
49	90-40	3504		94400		60230		(428)	(428)		Postage
50											
51											
52											
53											
54											
55											
56											
57											
58											
								0	0	0	Total - Page 2
								0	0	0	GRAND TOTAL

BUDGET MODIFICATION CHS #8

5. ANNUALIZED PERSONNEL CHANGE

Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Cost Center	JCN	HR Org Unit	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
	205900	6295	61137	Social Worker	709731	(1.00)	(43,535)	(9,391)	(11,478)	(64,404)
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						(1.00)	(43,535)	(9,391)	(11,478)	(64,404)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGE

Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR			
Fund	Cost Center	JCN	HR Org Unit	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
	205900	6295	61137	Social Worker	709731	(1.00)	(43,535)	(9,391)	(11,478)	(64,404)
										0
										0
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										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						(1.00)	(43,535)	(9,391)	(11,478)	(64,404)

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:

Meeting Date: November 7, 2002

Bud Mod #: DBCS 02-06

Agenda Item #: C-3

Estimated Start Time: 9:30 AM

Date Submitted: 10/28/02

Requested Date: ASAP

Time Requested: 5 minutes

Department: DBCS

Division: Budget & Service Improvement

Contact/s: Julie Neburka

Phone: 988-5015

Ext.: 27351 I/O Address: 503/4

Presenters: Julie Neburka

Agenda Title:

Bud Mod DBCS 02-06, increasing revenue and expenditure budgets in two funds that account for money that is collected by Multnomah County and passed directly through to other agencies.

Please answer all relevant questions; leave others blank. Please do not alter form.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?** Approve bud mod DBCS 02-06, which increases revenue and expenditure budgets in two funds that account for money collected by Multnomah County and passed directly through to other agencies.

The Finance Division requests this bud mod be processed and approved by the Board as soon as possible. The purpose of this bud mod is to allow the County to pass through funds that are collected on behalf of other agencies. Without modifying the FY 2002 budget to allow us to do so, we incur a budget violation in our audit, and this violation would be reflected in our Certified Annual Financial Report (CAFR). The auditors are working to certify our FY 2002 numbers for the CAFR now, and need to see that this bud mod has been approved by the Board in order to remove the violation for FY 2002.

- 2. Please provide sufficient background information for the Board and the public to understand this issue.** Under nearly all circumstances, prior year budgets cannot be modified. The exception to this rule is if the budget is for money that is collected by one jurisdiction and passed through to another. Without this exception, found in statute at ORS 294.450(6), the County would find itself in a double bind whenever it collects more than it budgeted for the pass-through money: overspending a budget is against the law, as is failing to pass through the entire amount collected on another agency's behalf.

In FY 02, two County funds collected more pass-through funds than were budgeted. The County School Fund budget did not include Federal forest receipts, a portion of which are statutorily dedicated to County School Funds. The Emergency Communications Fund collected more fees than were budgeted. This bud mod increases the expenditure and revenue budgets in these two funds to reflect the increased collections.

3. **Explain the fiscal impact (current year and ongoing).** This action has no fiscal impact. It allows the County to change prior-year budgets in order to pass through funds collected on behalf of other agencies. It allows the County to avoid legal and/or audit violations.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?** FY 02 revenue in the Emergency Communications Fund is being increased by \$10,000. FY 02 revenue in the County School Fund is being increased by \$87,000. Both of these revenues are being changed to reflect actual collections in those funds.
- ❖ **What budgets are increased/decreased?** FY 02 pass-through budgets in the Emergency Communications Fund and in the County School Fund are being increased in order to legally transfer the revenues collected to other government agencies.
- ❖ **What do the changes accomplish?** These changes allow the County to legally pass through funds it collects on behalf of other agencies.
- ❖ **Do any personnel actions result from this budget modification? Explain.**
No.
- ❖ **Is the revenue one-time-only in nature?** No.
- ❖ **If a grant, what period does the grant cover?** N/A
- ❖ **When the grant expires, what are funding plans?** N/A

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. **Explain any legal and/or policy issues involved.** None other than those noted above.

5. Explain any citizen and/or other government participation that has or will take place. None.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ M. Cecilia Johnson

Agenda Review Team ☐ By: (type name of approver) Date:

Budget Modification:

DSS 01-04

EXPENDITURES & REVENUES

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Line No.	Fund Center	Fund Code	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
			Internal Order	Cost Center	WBS Element						
1	60-50	1502		601601		50180	(180,646)	(190,646)	(10,000)		Emergency Communications Fund
2	60-50	1502		601601		60160	180,646	190,646	10,000	0	Emergency Communications Fund
3	10-02	1506		108300		50110	(175,000)	(262,000)	(87,000)		County School Fund
5	10-02	1506		108300		60160	178,750	265,750	87,000	0	County School Fund
6		1511		108501		50120		0			Special Excise Taxes Fund
7		1511		108501		60160		0		0	Special Excise Taxes Fund
8								0			
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23								0			
24								0			
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28								0			
									0	0	Total - Page 1
									0	0	GRAND TOTAL

Please complete this form and return to the Board Clerk
*****This form is a public record*****

SUBJECT: MEASURE 28 Temporary Income Tax
Proposal on January 28, 2003 Special Election Ballot

FOR: ☒ AGAINST: ☐ THE ABOVE AGENDA ITEM

CITY/STATE/ZIP: Portland, Or 97206

EMAIL: Laddiereadjr@msn.com FAX: _____

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: SEE ATTACHES

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

**Ballot Measure Tax Increase "Less Than You Think" and will
provide needed human services, education, and public safety
services for all Oregonians- It will cost the typical Oregonian about
20 cents more a day!**

A new analysis of the temporary income tax increase on the January 28, 2003, ballot shows that the typical Oregonian will pay less than \$6 a month in extra taxes over the three years the temporary tax increase will be in effect. The study by the *Oregon Center for Public Policy* shows that a majority of Oregonians (the lowest income 60 percent) will see their taxes increase less than \$3 a month on average over the three-year time period.

While the Legislature calculated that the average taxpayer will be paying about \$9.50 per month, the typical taxpayer will be paying significantly less. The average tax is higher than the tax that will be paid by the typical Oregonian because the average is skewed by the very high incomes of relatively few Oregonians. The typical Oregonian - the middle income Oregonian - earns significantly less than the wealthiest Oregonians and pays less in taxes each year. Middle income Oregonians earn between \$28,000 and \$43,000 each year, while the top one percent average about \$800,000 each year.

Some of the tax increase will be offset by reduced federal taxes. Taxpayers that itemize will be able to deduct their increased tax liability when calculating their federal income taxes. The federal government essentially picks up about one-fifth of the cost of the tax increase.

A majority of Oregonians will, on average, see their taxes increase by less than \$3 a month. This is a small price to pay (10 cents a day), as the passage of Ballot Measure 28 will save lives and help maintain the quality of life for all Oregonians.

A copy of the OCPP analysis, "Less Than You Think: A Distributional Analysis of Measure 28, the Temporary Income Tax Proposal on the January 28, 2003 Special Election Ballot" is available at www.ocpp.org. The Oregon Center for Public Policy is a non-profit, non-partisan research institute that addresses budget, tax and other issues important to low and moderate income Oregonians, the majority of Oregonians.

Oregon Center for Public Policy, 204 N. First St., Suite C * PO Box 7 * Silverton,
OR 97381 * www.ocpp.org 503-873-1201 * fax 503-873-1947

Charles Sheketoff, Executive Director <mailto:csheketoff@ocpp.org>

I am Disabled and I truly value the services I get. I urge everyone to vote YES on Jan. 28th to keep our services going! What will happen to the Disabled if we do Not help them stay secure by passing this measure? Do you want the Disabled to be disenfranchised and homeless? Do you want them sleeping in your doorway because your vote or lack of vote put them there? I already see a lot of homeless people on the streets every day. How many more do we want to see?
PLEASE HELP OUR DISABLED CITIZENS.

Laddie Read
laddiereadjr@msn.com
7925 S.E. Woodstock Blvd.
Portland, Oregon 97206

I've up-dated my website and you can check it out at:
<http://members.tripod.com/laddieread/>

10/22/2002

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: R-1

Estimated Start Time: 9:30 AM

Date Submitted: 10/17/02

Requested Date: November 7, 2002

Time Requested: 20 minutes

Department: Department of Business & Comm Services Division: HR/Benefits

Contact/s: Gail Parnell/Jeanie Staino

Phone: 503-988-5015

Ext.: 26488 I/O Address: 503/4

Presenters: Gail Parnell/Jeanie Staino

Agenda Title: Service Award Ceremony - January 1, 2002 through June 30, 2002

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. **What action are you requesting from the Board? What is the department/agency recommendation?** The department recommends the Board recognize and appreciate employees' dedicated tenure with Multnomah County.
2. **Please provide sufficient background information for the Board and the public to understand this issue.** Employee service, with awards and certificates, are acknowledged twice a year. Award ceremony usually occurs in the Spring and in the Fall. Employees and family are invited to come to the award ceremony at the Board meeting.
3. **Explain the fiscal impact (current year and ongoing).**

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?
- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.

- ❖ Is the revenue one-time-only in nature?
 - ❖ If a grant, what period does the grant cover?
 - ❖ When the grant expires, what are funding plans?
- NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)**

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ M. Cecilia Johnson/Gail Parnell

Agenda Review Team ☐ By: (type name of approver) Date:

Service Awards Attendees - November 7, 2002 BCC Meeting
9:30 am, Multnomah Building Board Room
Honoring Employees Whose Hire Dates Fall between
January 1, 2002 through June 30, 2002
(Of the 209 employees who received letters, 55 indicated they would attend.)

Five Years

DCHS- Zinaida Gutnik
Theresa Theirl
Carolyn Treat
Mehdi Karim

DCJ - Barbara Malray
Jodi Shaw

DBCS - Larry Bartasavich
Shawn Heard
April Siebenaler

HD - Marila Alvares
Linda Daniels-Cuevas
Patricia Graham

LIB - Gary Boswell
Duane Calcagno
Shauna McKain-Storey

Ten Years

DCHS- Dena Wilson
Jermanh Nguyen

DBCS - Gail Foster
Noreen Granneman
Roger Herrick
Rick Pein
James Van Doren
John Weinel
Rodolfo Abellera

HD - Katherine Jansen-Byrkit
Jan Salisbury

LIB - Thomas Newsom
Jere White
Loren Williams

Fifteen Years

DCHS - Terrance Maxwell
Cheryl Morgan-Tran
Glea Pruitt

DCJ - Alandria Taylor

DBCS - Michele Gardner
Robert Lilly
Darlene Rabjohn
Nancy Robbins
Theresa Sullivan
Lisa Williams

HD - Deborah Mueller
Cathie Nielsen
Thomas Sincic
Charlene Zaharakis
Wendy Garbart

OSP - Kathleen Millard

Twenty Years

DA - Jodi Erickson

DBCS - John Shigo

Twenty-five Years

DBCS - Marjorie Hough
Kathryn Lehnem
Jan Thompson

LIB - Charlotte Maschino

Thirty Years

DBCS - Charles Grixgby
Cathey Kramer
Barry Seitz
Cynthia Henderson

Service Awards Attendees - November 7, 2002 BCC Meeting
9:30 am, Multnomah Building Board Room
Honoring Employees Whose Hire Dates Fall between
January 1, 2002 through June 30, 2002
(Of the 209 employees who received letters, 51 indicated they would attend.)

Five Years

DCHS- Zinaida Gutnik
Theresa Theirl
Carolyn Treat
Mehdi Karim

DCJ - Jodi Shaw

DBCS - Larry Bartasavich
Shawn Heard
April Siebenaler

HD - Marila Alvares
Patricia Graham

LIB - Gary Boswell
Duane Calcagno

Ten Years

DCHS- Dena Wilson
Jermanh Nguyen

DBCS - Gail Foster
Noreen Granneman
Roger Herrick
Rick Pein
Roger Peters
James Van Doren
Rodolfo Abellera

HD - Katherine Jansen-Byrkit
Jan Salisbury

LIB - Thomas Newsom
Jere White
Loren Williams

Fifteen Years

DCHS - Terrance Maxwell
Cheryl Morgan-Tran
Glea Pruitt

DCJ - Alandria Taylor

DBCS - Michele Gardner
Robert Lilly
Darlene Rabjohn
Nancy Robbins
Theresa Sullivan
Lisa Williams

HD - Deborah Mueller
Cathie Nielsen
Thomas Sincic
Wendy Garbart

OSP - Kathleen Millard

Twenty Years

DA - Jodi Erickson

DBCS - John Shigo

Twenty-five Years

DBCS - Marjorie Hough
Kathryn Lehen
Jan Thompson

LIB - Charlotte Maschino

Thirty Years

DBCS - Charles Grixgby
Cathey Kramer
Barry Seitz
Cynthia Henderson

Chair Linn will acknowledge these employees –

Jodi Erickson – 20 years, DA's

Jodi is the Operations Administrator for the DA's Support Enforcement Division. This division is responsible for collecting child support from non-custodial parents. Last year this division, under Jodi's supervision, collected over \$29 million for children in Multnomah County. We are proud of her work in the DA's Office.

Gail Foster – 10 years, DBCS

If you've taken any Countywide training in the past ten years, you have likely interacted with Gail Foster. Gail is happiest when she is providing customer service. Over the years, Gail has helped hundreds of employees register for training, find the classes they are looking for, access the MINT and obtain their transcripts. Gail continues her excellent customer service today by providing instructor and class support, vendor relations, MINT and Countywide Training Calendar projects.

Jermanh Nguyen - 10 years – Health Dept.

Jermanh has just started a new job in the County processing payroll after 9 years of processing Medical claims. But his greatest joy is his new son Vincent who is almost a year old!

Terry Maxwell – 15 years – Human Services

Terry is a tireless advocate on diversity issues. He strongly believes in equity for all people; this is exemplified in how he carries out his work in our office, where he serves to help people with long-term severe disabilities become eligible for SSI so that they have income to live on. He also helps them receive the basic medical insurance, food stamps, etc. for which they may be eligible to help them survive until they receive SSI.

Darlene Rabjohn – 15 years – DBCS

Darlene supervises the Data Entry group for the Division of Assessment and Taxation. She and her group repeatedly get rave reviews for the quantity and quality of their work. What follows is but one recent example of the feedback received for Darlene's group's work:

"Recording has literally been "blessed" with the help of Data Entry."

BOGSTAD Deborah L

From: STAINO Jeanie A
Sent: Thursday, November 07, 2002 2:52 PM
To: BOGSTAD Deborah L
Subject: RE: BCC Attendees

Let's see.....there were:

Gina Oliveros
Daniels-Cuevas
Cathi Bain
Roger Peters
Sherry Willmschen

Thanks, Deb.

-----Original Message-----

From: BOGSTAD Deborah L
Sent: Thursday, November 07, 2002 1:00 PM
To: STAINO Jeanie A
Subject: RE: BCC Attendees

Jeanie when you have time would you help me with the spelling for those folks we didn't expect – Roger Peters, Sherry Rochin, I think there were a couple others, Jeanie Alvareos? John from DBCS . . . Thanks!!

Deb Bogstad, Board Clerk
Multnomah County Chair's Office
501 SE Hawthorne Boulevard, Suite 600
Portland, Oregon 97214-3587
(503) 988-3277
<http://www.co.multnomah.or.us/cc>

-----Original Message-----

11/7/2002

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: R-2

Estimated Start Time: 9:50 AM

Date Submitted: 10/11/2002

Requested Date: November 7, 2002

Time Requested: 5 minutes

Department: DBCS

Division: Land Use & Trans Program

Contact/s: Kathy Busse, Land Use and Transportation Director
Robert A. Hovden, County Surveyor

Phone: (503) 988-5573

Ext.: 85573

I/O Address: 455/121

Presenter/s: Robert A. Hovden

Agenda Title: Schedule a Public Hearing and directing Notice thereof for the consideration of the legalization of a portion of Butler Road.

1. What action are you requesting from the Board? What is the department/agency recommendation?

Set a public hearing to consider legalization of Butler Road for December 19, 2002.

2. Please provide sufficient background information for the Board and the public to understand this issue.

This road was established as County Road No. 593 in 1893 and maintenance, and improvements have changed its location over the years. In June 2000, the Board of County Commissioners initiated proceedings for legalizing Butler Road and directed the road to be surveyed in its traveled location. The survey and documentation will be ready for a December 19, 2002 hearing.

3. Explain the fiscal impact.

Cost to road fund for costs of the legalization process.

4. Explain any legal and/or policy issues involved.

This legalization is following procedures as required by ORS 368.201 to 368.221. We request an exemption from the timeframe requirements for submission to the Agenda Review Team, so that legal notices can be provided for the December 19, 2002 hearing.

5. Explain any citizen and/or other government participation that has or will take place.

All adjacent property owners will be served legal notice of the public hearing to consider this legalization and notice will be posted in the area as required by ORS 368.206(1)(c). All adjacent property owners will have an opportunity to express their concerns in writing or at the public hearing.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ M. Cecilia Johnson, Business & Community Services

Agenda Review Team ☐ By: (type name of approver) Date:

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. _____

Scheduling a Public Hearing and Directing Notice Thereof for the Consideration of the
Legalization of a Portion of Butler Road

The Multnomah County Board of Commissioners Finds:

- § 88
- a. This portion of Butler Road was established as County Road No. 593 in 1893 and maintenance and improvements have changed its location over the years.
 - b. In June 2000, consistent with ORS 368.201 to 368.221, the Board of Commissioners initiated proceedings for the legalizing a portion of Butler Road in its traveled location and directed the County Surveyor to conduct a survey of the road.
 - c. As required under ORS 368.206(1), the County Surveyor has completed the survey of the road and prepared a report to the Board.
 - d. The above referenced statutes require the County to hold a public hearing to consider legalization of a portion of Butler Road and provide notice thereof by personal service to the abutting property owners and by posting.

The Multnomah County Board of Commissioners Resolves:

1. The Board of County Commissioner will hold a hearing on Thursday, December 19, 2002, at 9:30 a.m., in the Multnomah Building, First Floor Commissioners Boardroom 100, 501 SE Hawthorne Boulevard, Portland, Oregon.
2. The purpose of the hearing is to determine if a portion of Butler Road, County Road No. 5018, should be ordered as a lawful County Road and public highway. The hearing will concern Butler Road from Regner Road, westerly about 1.5 miles to the SE corner of the Benjamin Thomas DLC No. 72 (road angle 46 of Road No. 593 – Intersect with SW Binford Way).
§ 88
3. The County Surveyor is directed to provide notice of the hearing to abutting property owners and by posting in a manner consistent with ORS 368.401-369.426.
4. The notice shall advise that all persons interested in or concerned with the road are invited to attend the hearing.

Fix


5. Further the notice shall provide the following information:

- That any objections to the proposal or other information relating thereto must be filed in the Multnomah County Surveyor's Office, 1600 SE 190th Avenue, Portland, Oregon 97233, on or before December 17, 2002.
- A Statement as follows: "For more information, call Robert Hovden, County Surveyor at 503-988-5573."

ADOPTED this 7th day of November, 2002.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By _____
Matthew O. Ryan, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 02-139

Scheduling a Public Hearing and Directing Notice Thereof for the Consideration of the Legalization of a Portion of Butler Road

The Multnomah County Board of Commissioners Finds:

- a. This portion of Butler Road was established as County Road No. 588 in 1893 and maintenance and improvements have changed its location over the years.
- b. In June 2000, consistent with ORS 368.201 to 368.221, the Board of Commissioners initiated proceedings for the legalizing a portion of Butler Road in its traveled location and directed the County Surveyor to conduct a survey of the road.
- c. As required under ORS 368.206(1), the County Surveyor has completed the survey of the road and prepared a report to the Board.
- d. The above referenced statutes require the County to hold a public hearing to consider legalization of a portion of Butler Road and provide notice thereof by personal service to the abutting property owners and by posting.

The Multnomah County Board of Commissioners Resolves:

1. The Board of County Commissioner will hold a hearing on Thursday, December 19, 2002, at 9:30 a.m., in the Multnomah Building, First Floor Commissioners Boardroom 100, 501 SE Hawthorne Boulevard, Portland, Oregon.
2. The purpose of the hearing is to determine if a portion of Butler Road, County Road No. 5018, should be ordered as a lawful County Road and public highway. The hearing will concern Butler Road from Regner Road, westerly about 1.5 miles to the SE corner of the Benjamin Thomas DLC No. 72 (road angle 46 of Road No. 588 – Intersect with SW Binford Way).
3. The County Surveyor is directed to provide notice of the hearing to abutting property owners and by posting in a manner consistent with ORS 368.401-369.426.
4. The notice shall advise that all persons interested in or concerned with the road are invited to attend the hearing.

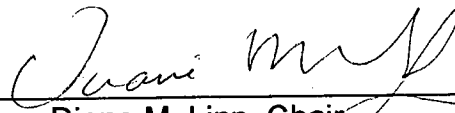
5. Further the notice shall provide the following information:

- That any objections to the proposal or other information relating thereto must be filed in the Multnomah County Surveyor's Office, 1600 SE 190th Avenue, Portland, Oregon 97233, on or before December 17, 2002.
- A Statement as follows: "For more information, call Robert Hovden, County Surveyor at 503-988-5573."

ADOPTED this 7th day of November, 2002.




BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON



Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 

Matthew O. Ryan, Assistant County Attorney

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: R-3

Estimated Start Time: 9:55 AM

Date Submitted: 10/14/02

Requested Date: 11/7/02

Amount of Time Requested: 15 minutes

Department: DBCS

Division: Administration/LUT

Contact/s: Tom Simpson / Susan Muir

Phone: 988-4233 / 988-3043 Ext.: 84233 / 83182 I/O Address: 503/4th or 455/115

Presenters: Tom Simpson & Susan Muir

Agenda Title: A Public Hearing for an Ordinance "Amending Multnomah County Code Chapters 33, 34 And 35 To Move Filming And Associated Activities From A Review Use To An Allowed Use Within All Exclusive Farm Use Zones".
Case file T4-02-001

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. What action are you requesting from the Board? What is the department/agency recommendation?

The Multnomah County Planning Commission and staff recommend adoption of the attached Ordinance.

2. Please provide sufficient background information for the Board and the public to understand this issue.

The proposed ordinance addresses the need to streamline duplicative permitting processes for the filming industry in the Exclusive Farm Use zone (EFU) in unincorporated Multnomah County in compliance with state law (OAR 660-033-0120). Sometime last year, the Oregon Film Industry approached the Board of County Commissioners about filming in Multnomah County. One purpose of their visit was to inform the County that its permitting requirements for the film industry contain duplicative processes between agencies in the County. At that time, the Board became aware of our zoning code standard that requires a land use permit for all filming in the Exclusive Farm Use (EFU) zone. The Board then

formed a countywide process improvement team to investigate concerns raised by the film industry. This team is currently reviewing transportation, land use planning and public information aspects of filming in the county. As part of this process, land use planning was asked to review with the Planning Commission the possibility of amending the zoning ordinance to allow as an outright use, filming that takes places for time periods less than 45 days. Such uses will not require a permit or be subject to land use review. The Planning Commission conducted a public hearing on this item on August 6, 2002 and recommended the attached ordinance to the Board for adoption.

Multnomah County plays a significant but small part in the State of Oregon's film business. The significance comes from our proximity to Portland and the fact that we own and manage picturesque bridges. The small part for the County relates to the fact that geographically we are the smallest County in the State and with large urban areas that are regulated by other jurisdictions for land use. The Board of Commissioners has told the process improvement team that they want the County to be open to the film industry.

We have also discovered that film and video production in Multnomah County centers on car ads. Since January 2002, three different car companies have shot commercials using one or more of our bridges. Big feature films - like The Hunted - come along rarely. Thus when the County addresses film or video production, we are, for the most part, dealing with TV commercials. According to our information, these shoots take 3-8 hours for one or two days.

Outside of the land use arena, the first issue the County is dealing with is the use of bridges for shooting film and video. Of the 10 bridges in the urban area, the County owns five of them. It so happens that two of those five are highly sought after by production companies - the Hawthorne and Broadway. During the last few years the County has authorized two uses of the Hawthorne that caused unforeseen impacts on some users of the bridge. The Board is now reviewing our bridge use policies. This review does not involve any changes to our land use ordinances. A major portion of the new guidelines will focus on notification of impacted groups and businesses when a production gets to a certain size or requires the closing of a bridge.

The other part the County plays concerns our proximity to Portland. This is where Sauvie Island comes into play. Production companies like Portland because they can shoot in almost any location within two hours of the airport: beach, gorge, lakes, suburbs, city, farm, forest, desert, etc. Sauvie Island is a great location and is close to Portland. Yet, we have placed a significant roadblock in the way of production companies availing themselves of this resource. Under the County's land use rules we have designated film production as a conditional use in the Exclusive Farm Use zone. Thus if a company wants to shoot in the rural parts of the county they have to go through a lengthy permitting process. This applies no matter how long they plan to shoot. We now know this code requirement makes shooting film or video in the farm areas of the county unfeasible since most small commercials give the County at most 15 to 30 days notice that they are coming to town. This code criteria does not appear to be in line with the Board's desire for the filming industry.

State law in the Exclusive Farm Use zone allows film and video production when the production meets certain criteria (OAR 660-033-0120), being that the production lasts less than 45 days. The County has the authority to be more restrictive on this matter, however the Board requested the Planning Commission discuss the merits of being more restrictive given our awareness of the limited impact some of these filming efforts may have on our resources. The staff analyzed the proposal and the Planning Commission conducted a public hearing on the matter and concluded the County could lessen its restrictions to match the state rule and still achieve County land use goals.

In addition to the reconsideration of the zoning code, the County Public Affairs Office is currently working on a notification process by which impacted parties will be contacted by the County or the production company (or both) when a production of a certain size plans to shoot in their proximity. The overall goal of this process improvement is to be open to the industry while also being sensitive to citizen's need to know. We believe this notification process can be better handled outside of a land use process.

3. Explain the fiscal impact (current year and ongoing).

None

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?
- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?

- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. Explain any legal and/or policy issues involved.

Streamlining our land use process is in line with the overall Board policy and direction to be more flexible in accommodating the film and video industry. At the same time, we have policies ensuring preservation and protection of farmland. The Planning Commission determined that the County could still achieve the goals of preserving and protecting farmland while allowing filming for less than 45 days on farmland. Staff experience is these film commercials currently do occur occasionally without the proper land use permits because of our current process requirements and timelines, and we have no record of any complaints from neighbors or farm operators of these events. *State law requires a notice be placed in a newspaper of general circulation 10 days prior to the BCC hearing (10/28/02).

5. Explain any citizen and/or other government participation that has or will take place.

Staff contacted the Sauvie Island Boosters Community Association for feedback on this matter. Initial verbal feedback from the Boosters indicated any relaxation of the rules to allow farmers more flexibility and more ability to utilize their property for economic benefit would be a good thing. As follow up, the draft ordinance was sent to the Sauvie Island Boosters Community Association for their comments and concerns. We also sent them notice of the public hearing before the Planning Commission.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ M. Cecilia Johnson

Agenda Review Team ☐ By: (type name of approver) Date:

**BEFORE THE PLANNING COMMISSION
OF MULTNOMAH COUNTY, OREGON**

In the matter of the adoption of amendments to the)	
Multnomah County Zoning Ordinance)	RESOLUTION
by the Multnomah County Board of Commissioners)	T4-02-001
regarding Public hearing on code amendments to the)	
Exclusive Farm Use zoning code sections)	
(33.2620, 34.2620 and 35.2620) to change filming)	
from a review use to an allowed use.)	

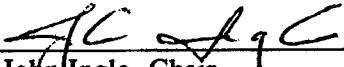
The Multnomah County Planning Commission finds:

- a. The proposed ordinance:
 - Addresses the need to streamline duplicative permitting processes for the filming industry in the Exclusive Farm Use zone in unincorporated Multnomah County;
 - Complies with OAR 660-033-0120 (table 1) regarding Goal 3;
 - Allows filming activities that involve 45 days or less of filming and does not allow those that require more in the Exclusive Farm Use zone; and
 - Defines 'On site filming and activities accessory to on-site filming'.
- b. On May 13, 2002 the draft Ordinance on filming as an allowed use in the Exclusive Farm Use zone was sent to the Oregon Department of Land Conservation and Development for a 45 day review period, and;
- c. On July 23, 2002 a summary of the draft ordinance was emailed to the Sauvie Island Boosters Community Association for their review and comment along with a notice of the August 5, 2002 public hearing, and;
- d. On August 5, 2002, the Multnomah County Planning Commission held a public hearing on the draft ordinance on filming as an allowed use in the Exclusive Farm Use zone;
- e. At the August 5, 2002 Planning Commission public hearing, the Planning Commission expressed concern regarding noticing, traffic impacts and environmental impacts, particularly noise. County staff indicated in situations where the County is permitting activities within the County right-of-way, the County will issue a permit outside of the land use code that addresses these concerns; and,
- f. After discussion, the Planning Commission forwarded the attached ordinance, to the Multnomah County Board .

It is hereby resolved:

That the Multnomah County Planning Commission hereby recommends that the proposed ordinance attached as Exhibit A be adopted by the Multnomah County Board of Commissioners.

APPROVED this 5th day of August, 2002.

By  _____
John Ingle, Chair
Multnomah County Planning Commission
Multnomah County, Oregon

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

Amending Multnomah County Code Chapters 33, 34 And 35 To Move Filming And Associated Activities From A Review Use To An Allowed Use Within All Exclusive Farm Use Zones

(~~Struckthrough~~ language is deleted; double underlined language is new.)

The Multnomah County Board of Commissioners Finds:

- a. The proposed ordinance:
 - Addresses the need to streamline duplicative permitting processes for the filming industry in the Exclusive Farm Use zone in unincorporated Multnomah County;
 - Complies with OAR 660-033-0120 (table 1) regarding Goal 3;
 - Allows filming activities that involve 45 days or less of filming and does not allow those that require more in the Exclusive Farm Use zone; and
 - Defines 'On-site filming and activities accessory to on-site filming.'
- b. On May 13, 2002 the draft ordinance on filming as an allowed use in the Exclusive Farm Use zone was sent to the Oregon Department of Land Conservation and Development for a 45-day review period.
- c. On July 23, 2002 a summary of the draft ordinance was emailed to the Sauvie Island Boosters Community Association for their review and comment along with a notice of the August 5, 2002 public hearing.
- d. On August 5, 2002, the Multnomah County Planning Commission held a public hearing on the draft ordinance.
- e. At the August 5, 2002 Planning Commission public hearing, the Planning Commission expressed concern regarding noticing, traffic impacts and environmental impacts, particularly noise. County staff indicated in situations where the county is permitting activities within the county right-of-way, the county will issue a permit outside of the land use code that addresses these concerns.
- f. After discussion, the Planning Commission recommended this ordinance to the Multnomah County Board.
- g. This ordinance complies with the requirements of OAR 660-033-0120.

Multnomah County Ordains as follows:

Section 1. MCC sections 33.2620, 34.2620 and 35.2620 are amended as follows:

33.2620 Allowed Uses

(U) On-site filming and activities accessory to on-site filming if the activity would involve no more than 45 days on any site within any one-year period or does not involve erection of sets that would remain in place for longer than any 45-day period. On-site filming and activities accessory to on-site filming may be considered to include office administrative functions such as payroll and scheduling, and the use of campers, truck trailers or similar temporary facilities.

Temporary facilities may be used as temporary housing for security personnel.

"On-site filming and activities accessory to on-site filming" includes: filming and site preparation, construction of sets, staging, makeup and support services customarily provided for on-site filming and production of advertisements, documentaries, feature film, television services and other film productions that rely on the rural qualities of an exclusive farm use zone in more than an incidental way. On-site filming and activities accessory to on-site filming" does not include: facilities for marketing, editing and other such activities that are allowed only as a home occupation or construction of new structures that requires a building permit.

34.2620 Allowed Uses

(U) On-site filming and activities accessory to on-site filming if the activity would involve no more than 45 days on any site within any one-year period or does not involve erection of sets that would remain in place for longer than any 45-day period. On-site filming and activities accessory to on-site filming may be considered to include office administrative functions such as payroll and scheduling, and the use of campers, truck trailers or similar temporary facilities.

Temporary facilities may be used as temporary housing for security personnel.

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35.2620 Allowed Uses

(U) On-site filming and activities accessory to on-site filming if the activity would involve no more than 45 days on any site within any one-year period or does not involve erection of sets that would remain in place for longer than any 45-day period. On-site filming and activities accessory to on-site filming may be considered to include office administrative functions such as payroll and scheduling, and the use of campers, truck trailers or similar temporary facilities.

Temporary facilities may be used as temporary housing for security personnel.

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Section 2. MCC sections 33.2625, 34.2625 and 35.2625 are amended as follows:

33.2625 Review Uses

~~(J) On site filming and activities accessory to on site filming if the activity would involve no more than 45 days on any site within any one year period or does not involve erection of sets that would remain in place for longer than any 45 day period. On site filming and activities accessory to on site filming may be considered to include office administrative functions such as payroll and scheduling, and the use of campers, truck trailers or similar temporary facilities.~~

~~Temporary facilities may be used as temporary housing for security personnel.~~

~~"On site filming and activities accessory to on site filming" includes: filming and site preparation, construction of sets, staging, makeup and support services customarily provided for on site filming and production of advertisements, documentaries, feature film, television services and other film productions that rely on the rural qualities of an exclusive farm use zone in more than an incidental way. On site filming and activities accessory to on site filming" does not include: facilities for marketing, editing and other such activities that are allowed only as a home occupation or construction of new structures that requires a building permit.~~

(~~K~~J) A winery, as described in ORS 215.452.

(~~L~~K) Signs, pursuant to the provisions of MCC 33.7400 through 33.7505.

(~~M~~L) Off-street parking and loading pursuant to MCC 33.4100 through 33.4220.

(~~N~~M) Lot Line Adjustment pursuant to the provisions of MCC 33.2670.

(~~O~~N) Placement of Structures necessary for continued public safety, or the protection of essential public services or protection of private or public existing structures, utility facilities, roadways, driveways, accessory uses and exterior improvements damaged during an emergency/disaster event. This includes replacement of temporary structures erected during such events with permanent structures performing an identical or related function. Land use proposals for such structures shall be submitted within 12 months following an emergency/disaster event. Applicants are responsible for all other applicable local, state and federal permitting requirements.

34.2625 Review Uses

~~(J) On site filming and activities accessory to on site filming if the activity would involve no more than 45 days on any site within any one year period or does not involve erection of sets that would remain in place for longer than any 45 day period. On site filming and activities accessory to on site filming may be considered to include office administrative functions such as payroll and scheduling, and the use of campers, truck trailers or similar temporary facilities.~~

Temporary facilities may be used as temporary housing for security personnel.

~~"On site filming and activities accessory to on site filming" includes: filming and site preparation, construction of sets, staging, makeup and support services customarily provided for on site filming and production of advertisements, documentaries, feature film, television services and other film productions that rely on the rural qualities of an exclusive farm use zone in more than an incidental way. On site filming and activities accessory to on site filming" does not include: facilities for marketing, editing and other such activities that are allowed only as a home occupation or construction of new structures that requires a building permit.~~

(~~K~~J) A winery, as described in ORS 215.452.

(~~L~~K) Signs, pursuant to the provisions of MCC 34.7400 through 34.7505.

(~~M~~L) Off-street parking and loading pursuant to MCC 34.4100 through 34.4220.

(~~N~~M) Lot Line Adjustment pursuant to the provisions of MCC 34.2670.

(~~O~~N) Placement of Structures necessary for continued public safety, or the protection of essential public services or protection of private or public existing structures, utility facilities, roadways, driveways, accessory uses and exterior improvements damaged during an emergency/disaster event. This includes replacement of temporary structures erected during such events with permanent structures performing an identical or related function. Land use proposals for such structures shall be submitted within 12 months following an emergency/disaster event. Applicants are responsible for all other applicable local, state and federal permitting requirements.

35.2625 Review Uses

~~(J) On site filming and activities accessory to on site filming if the activity would involve no more than 45 days on any site within any one year period or does not involve erection of sets that would remain in place for longer than any 45 day period. On site filming and activities accessory to on site filming may be considered to include office administrative functions such as payroll and scheduling, and the use of campers, truck trailers or similar temporary facilities.~~

~~Temporary facilities may be used as temporary housing for security personnel.~~

~~"On site filming and activities accessory to on site filming" includes: filming and site preparation, construction of sets, staging, makeup and support services customarily provided for on site filming and production of advertisements, documentaries, feature film, television services and other film productions that rely on the rural qualities of an exclusive farm use zone in more than an incidental way. On site filming and activities accessory to on site filming" does not include: facilities for marketing, editing and other such activities that are allowed only as a home occupation or construction of new structures that requires a building permit.~~

(~~K~~J) A winery, as described in ORS 215.452.

(~~L~~K) Signs, pursuant to the provisions of MCC 35.7400 through 35.7505.

(~~M~~L) Off-street parking and loading pursuant to MCC 35.4100 through 35.4220.

(~~NM~~) Lot Line Adjustment pursuant to the provisions of MCC 35.2670.

(~~ON~~) Placement of Structures necessary for continued public safety, or the protection of essential public services or protection of private or public existing structures, utility facilities, roadways, driveways, accessory uses and exterior improvements damaged during an emergency/disaster event. This includes replacement of temporary structures erected during such events with permanent structures performing an identical or related function. Land use proposals for such structures shall be submitted within 12 months following an emergency/disaster event. Applicants are responsible for all other applicable local, state and federal permitting requirements.

Section 3. The effective date of the amendments to Chapters 33, 34, and 35 will be December 14, 2002.

FIRST READING:

November 7, 2002

SECOND READING AND ADOPTION:

November 14, 2002

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By Sandra Duffy
Sandra N. Duffy, Deputy County Attorney

#1

MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk
This form is a public record

MEETING DATE: 11-7-02

SUBJECT: Filing in EFU as allowed use

AGENDA NUMBER OR TOPIC: R-3

FOR: X AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: PATRICK BROTHERS

ADDRESS: P.O. Box 39

CITY/STATE/ZIP: Bend, OR 97010

PHONE: DAYS: 503-695-2382

EVES: _____

EMAIL: PATBROS@2PAB.COM

FAX: _____

SPECIFIC ISSUE: Notification of Residents

WRITTEN TESTIMONY: _____

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

OREGON FILM AND VIDEO OFFICE

**OREGON
FILM**

Veronica Rinard ■ Executive Director

veronica@oregonfilm.org ■ (503)229-5832 ■ fax (503)229-6869

OREGON FILM AND VIDEO OFFICE

One World Trade Center
121 SW Salmon Street, Suite 1205
Portland, Oregon 97204
www.oregonfilm.org

2

**MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP**

Please complete this form and return to the Board Clerk
*****This form is a public record*****

MEETING DATE: 11.07.02

SUBJECT: Filming in EFU AS Allowed USE

AGENDA NUMBER OR TOPIC: R-3

FOR: X AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: Veronica Riquero, Oregon Film & Video

ADDRESS: 121 SW Salmon, Suite 1205

CITY/STATE/ZIP: Portland, OR 97204

PHONE: DAYS: (503) 229-5832 EVES: _____

EMAIL: Veronica@oregonfilm.org FAX: (503) 229-6869

SPECIFIC ISSUE: concern re 45 day Filming
limitation

WRITTEN TESTIMONY: _____

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:

Meeting Date: 11/7/02

Bud Mod #:

Agenda Item #: R-4

Estimated Start Time: 10:05 AM

Date Submitted: 10/23/02

Requested Date:	11/7/2002	Time Requested:	5 minutes
Department:	Non-Departmental	Division:	County Attorney
Contact/s:	Sandra Duffy		
Phone:	503-988-3138	I/O Address:	503/500
Presenters:	Sandra Duffy		

Agenda Title:

Ordinance Amending § 38.0710 (PC) Legislative Hearing Process of MCC Chapter 38, Land Use Code Columbia River Gorge National Scenic Area, and Declaring an Emergency

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Adopt an ordinance by emergency amending and correcting MCC § 38.0710.

- 2. Please provide sufficient background information for the Board and the public to understand this issue.**

On September 26, 2002, the Board adopted Ordinance No. 994 amending MCC Chapter 38 to make technical corrections. Language was inadvertently omitted in Section 11 of Ordinance 994 amending MCC § 38.0710. Ordinance 994 becomes effective upon adoption of the amendments by the bi-state Columbia River Gorge Commission. The Gorge Commission has not yet adopted the amendments, and it is necessary to correct the omission as soon as possible.

- 3. Explain the fiscal impact (current year and ongoing).**

NA

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues involved.

NA

5. Explain any citizen and/or other government participation that has or will take place.

A notice will be submitted to the Oregonian for publication ten days prior to the hearing of this matter. The effective date of the amendment proposed by this ordinance to General Management Areas will be the date of adoption by the Gorge Commission.

Required Approvals (typed names indicate approval)

Department/Agency Director (type name of approver):

☒ Thomas Sponsler, County Attorney

Agenda Review Team

By: (type name of approver):

Date:

BOGSTAD Deborah L

From: KINOSHITA Carol
Sent: Tuesday, October 22, 2002 4:14 PM
To: CLIFFORD Gary L
Cc: DUFFY Sandra N; MUIR Susan L; BOGSTAD Deborah L
Subject: emergency ordinance correcting 38.0710

Hi Gary,

Here is a draft emergency ordinance correcting the omission in Ord. 994 -- again, my apologies. I wasn't sure if this correction applies to special management areas and that's why I redlined those parts. I understand you're checking to ensure there are no other technical corrections to be made at this time. You may want to add a finding about when this is going to the Gorge Commission. I inserted the 11/7 reading date as Deb said there was time on this agenda and Susan and Sandy were going to be doing an exec session on that date anyway. Please let me know if you think this timeline will work--I'll try to draft the agenda placement and exemption request by tomorrow morning since the agenda review committee meets in the afternoon. Thanx much!

10/22/2002

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

Amending § 38.0710 (PC) Legislative Hearing Process of MCC Chapter 38, Land Use Code
Columbia River Gorge National Scenic Area, and Declaring an Emergency

(Language ~~stricken~~ is deleted; double- underlined language is new.)

The Multnomah County Board of Commissioners Finds:

1. On September 26, 2002, the Board adopted Ordinance No. 994 amending MCC Chapter 38 to make technical corrections.
2. The amendments to Chapter 38 General Management Areas by Ordinance 994 are effective on the date of adoption by the Bi-State Gorge Commission. These amendments have not yet been adopted by the Gorge Commission.
3. It is necessary to amend § 38.0710 to add language that was inadvertently omitted in Section 11 of Ordinance 994.

Multnomah County Ordains as follows:

Section 1. § 38.0710 is amended to read as follows

38.0710 (PC) Legislative hearing process.

(B) Planning Commission Review:

(4) Planning Commission recommendation. At the conclusion of the initial hearing or a continued hearing under MCC 38.0730, the Planning Commission shall adopt a recommendation on the proposal to the Board of Commissioners. If the Planning Commission decides that no action is appropriate, the matter is terminated and may not be appealed unless otherwise provided by law. If the Board of Commissioners has initiated the legislative proposal, the Planning Commission shall submit to the Board of Commissioners a report and recommendation not to act. If the Planning Commission recommends adoption of some form of the proposal, the Planning Commission shall

prepare and forward to the Board of Commissioner' s a report and recommendation to that effect.

(C) Board of Commissioners review:

- (1) Board of Commissioners action. Upon a recommendation from the Planning Commission on a legislative action, the Board of Commissioners shall hold at least one public hearing on a proposed action to amend the County's land use regulations, comprehensive plan, official zoning maps or some component of any of these documents. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the Board of Commissioners may adopt, modify or reject the legislative proposal, or it may remand the matter to the Planning Commission for further consideration. If the Board of Commissioners adopts at least some form of the proposal, the proposal shall be enacted as an ordinance and shall be promptly submitted to the Columbia River Gorge Commission for review and approval and/or concurrence per Sections 7 and 8 of the Scenic Area Act. The legislative proposal will become effective after approval by the Gorge Commission and, if necessary, concurrence by the Secretary of Agriculture. Any person adversely affected by such a legislative proposal may appeal the action per Section 15 of the Scenic Area Act.

Section 2. The effective date of the amendment to MCC §38.0710 with respect to General Management Areas shall be the date of adoption by the Bi-State Gorge Commission.

Section 3. This ordinance, being necessary for the health, safety, and general welfare of the people of Multnomah County, an emergency is declared and the ordinance shall take effect upon its execution by the County Chair, pursuant to section 5.50 of the Charter of Multnomah County.

FIRST READING AND ADOPTION:

November 7, 2002

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By Sandra N. Duffy
Sandra N. Duffy, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 998

Amending § 38.0710 (PC) Legislative Hearing Process of MCC Chapter 38, Land Use Code
Columbia River Gorge National Scenic Area, and Declaring an Emergency
(Language ~~stricken~~ is deleted; double- underlined language is new.)

The Multnomah County Board of Commissioners Finds:

1. On September 26, 2002, the Board adopted Ordinance No. 994 amending MCC Chapter 38 to make technical corrections.
2. The amendments to Chapter 38 General Management Areas by Ordinance 994 are effective on the date of adoption by the Bi-State Gorge Commission. These amendments have not yet been adopted by the Gorge Commission.
3. It is necessary to amend § 38.0710 to add language that was inadvertently omitted in Section 11 of Ordinance 994.

Multnomah County Ordains as follows:

Section 1. § 38.0710 is amended to read as follows

38.0710 (PC) Legislative hearing process.

(B) Planning Commission Review:

(4) Planning Commission recommendation. At the conclusion of the initial hearing or a continued hearing under MCC 38.0730, the Planning Commission shall adopt a recommendation on the proposal to the Board of Commissioners. If the Planning Commission decides that no action is appropriate, the matter is terminated and may not be appealed unless otherwise provided by law. If the Board of Commissioners has initiated the legislative proposal, the Planning Commission shall submit to the Board of Commissioners a report and recommendation not to act. If the Planning Commission recommends adoption of some form of the proposal, the Planning Commission shall

prepare and forward to the Board of Commissioner's a report and recommendation to that effect.

(C) Board of Commissioners review:

- (1) Board of Commissioners action. Upon a recommendation from the Planning Commission on a legislative action, the Board of Commissioners shall hold at least one public hearing on a proposed action to amend the County's land use regulations, comprehensive plan, official zoning maps or some component of any of these documents. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the Board of Commissioners may adopt, modify or reject the legislative proposal, or it may remand the matter to the Planning Commission for further consideration. If the Board of Commissioners adopts at least some form of the proposal, the proposal shall be enacted as an ordinance and shall be promptly submitted to the Columbia River Gorge Commission for review and approval and/or concurrence per Sections 7 and 8 of the Scenic Area Act. The legislative proposal will become effective after approval by the Gorge Commission and, if necessary, concurrence by the Secretary of Agriculture. Any person adversely affected by such a legislative proposal may appeal the action per Section 15 of the Scenic Area Act.

Section 2. The effective date of the amendment to MCC §38.0710 with respect to General Management Areas shall be the date of adoption by the Bi-State Gorge Commission.

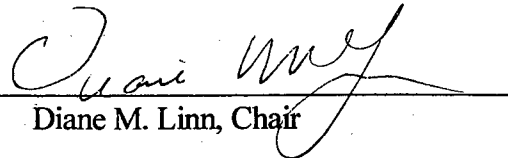
Section 3. This ordinance, being necessary for the health, safety, and general welfare of the people of Multnomah County, an emergency is declared and the ordinance shall take effect upon its execution by the County Chair, pursuant to section 5.50 of the Charter of Multnomah County.

FIRST READING AND ADOPTION:

November 7, 2002

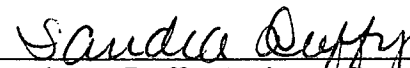


BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Sandra N. Duffy, Assistant County Attorney

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: R-5

Estimated Start Time: 10:10 AM

Date Submitted: 10/28/02

Requested Date: November 7, 2002 Time Requested: 10 minutes

Department: DBCS

Division: Emergency Management

Contact/s: Doug McGillivray

Phone: 503-793-3305

Ext.:

I/O Address: 425/EM

Presenters: Doug McGillivray and Mike Oswald

Agenda Title: Emergency Management Briefing

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. What action are you requesting from the Board? What is the department/agency recommendation?

Emergency Management update on the action items listed in the Chair's Emergency Preparedness Initiative.

2. Please provide sufficient background information for the Board and the public to understand this issue.

BRIEFING: Chair Linn introduced her Emergency Preparedness Initiative in November 2001. She stated that as a result of the recent national tragedies, the County must be better prepared for emergencies and crisis situations. Chair Linn set out three goals: 1) Enhance the County's level of emergency awareness and preparedness; 2) Improve our ability to respond rapidly and effectively to any emergency or disaster; and, 3) Better protect our employees, our facilities and the community if threatened by natural disaster, hazardous conditions, threatening actions or health incident. The Chair's Office convened a leadership team to assess the County's current emergency preparedness capacity and to make recommendations to the Chair for immediate and longer term critical actions. On February 11, 2002, the leadership team presented their recommendations to the Chair. The Department of Business and Community Services compiled the leadership team's recommendations, as well as other critical actions, into a comprehensive Emergency Preparedness Action Plan, which was presented to

the Board of County Commissioners on April 18, 2002. Two critical action plan items for the County were: 1) Adopt an Emergency Management Ordinance; and, 2) Adopt a revised Emergency Operations Plan.

EMERGENCY MANAGEMENT ORDINANCE: Oregon State Statutes require counties to establish emergency management programs responsible to the county governing body or executive officer. Multnomah County's Office of Emergency Management was instituted and authorized in 1974 by Board Management Ordinance before the Board on November 7th will formally establish the authority and functions of the Emergency Management program; establish the authority and succession of the Chair in an emergency; establish provisions for the Declaration of Emergency; and, create an Emergency Management Advisory Council. The events of the past year have changed much of the focus of Emergency Management requiring a revision and validation of the program. The ordinance will provide the direction, critical programs and support to senior administrative and management personnel of the county organization to ensure effective planning for, response to and recovery from a major emergency or disaster.

EMERGENCY OPERATIONS PLAN: Oregon State Statutes require that each county's emergency management program is responsible for preparing and maintaining a current Emergency Operations Plan. In addition, each Emergency Management program in the nation that receives any Federal funds is required to develop and maintain an Emergency Operations Plan. The County's Emergency Operations Plan details our jurisdiction's actions in responding to and recovering from a major emergency or disaster. The County has had an Emergency Operations Plan (EOP) in place since 1974 that has gone through successive revisions. This current revision to the plan incorporates Federal and State emergency management protocols using the Federal Response Plan as a guide. This revised and updated plan has been scaled down in size to make navigation through the document easier.

3. Explain the fiscal impact (current year and ongoing).

The Board allocated funding for the Emergency Management program in the FY03 Adopted Budget. This includes: ongoing funding for the Emergency Operations Center and staff; employee training in the Incident Command System; and, training and professional services to produce a County's Business Continuity Plan. In addition, the Board approved funding building security upgrades in the FY03 Adopted Capital Budget.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?
- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues involved.

The Emergency Management Ordinance revises and updates the County's Emergency Management program to ensure compliance with State of Oregon Laws (ORS 401). In addition, adoption of the Emergency Operations Plan ensures compliance with State Law. The County Plan also serves as the foundation document for the Emergency Operations Plans for the cities of Fairview, Troutdale, and Wood Village.

5. Explain any citizen and/or other government participation that has or will take place.

The Emergency Management program created the Emergency Management Operation Group with representatives from all County departments, the Sheriff's Office and the Chair's Office. The group's charge is to work together to develop and maintain a comprehensive, integrated County emergency preparedness system. Local political jurisdictions within the County have been involved in this process from the beginning, as have a number of citizens. Emergency Managers from the cities of Portland and Gresham have been involved in review and coordination of our planning efforts. The Local Public Safety Coordinating Council has been briefed on the County's action plan. Upon approval, the ordinance and Emergency Operations Plan will be disseminated to neighboring jurisdictions as well as to agencies and individuals internal to the County.

Required Approvals (typed names indicate approval)

Department/Agency Director (type name of approver): M. Cecilia Johnson

Agenda Review Team

By: (type name of approver):

Date:



Emergency Management Briefing

Board of County Commissioners – November 7, 2002

Presented by: Doug McGillivray and Mike Oswald

BACKGROUND

Chair Linn introduced her Emergency Preparedness Initiative as part of the FY02 mid-year budget rebalance message on November 20, 2001. She stated that as a result of the recent national tragedies, the County must be better prepared for emergencies and crisis situations. Chair Linn set out three goals:

1. Enhance the County's level of emergency awareness and preparedness.
2. Improve our ability to respond rapidly and effectively to any emergency or disaster.
3. Better protect our employees, our facilities and the community if threatened by natural disaster, hazardous conditions, threatening actions or health incident.

In November 2001, former Chief of Staff John Rakowitz formed a leadership team to assess the county's current emergency preparedness capacity and to make recommendations to the Chair for immediate and longer term critical actions. The team members were: Sheriff Dan Noelle, department directors Lillian Shirley, Cecilia Johnson, Dr. Gary Oxman, Chief Deputy Pieter Van Dyke, Doug McGillivray, and Mike Oswald. On February 11, 2002, the leadership team presented their recommendations to the Chair. The Department of Business and Community Services compiled the leadership team's recommendations, as well as other critical actions, into a comprehensive Emergency Preparedness Action Plan.

On April 18, 2002 Emergency Management provided the Board of County Commissioners with a briefing on the Emergency Preparedness Action Plan and the status of emergency management in the county.

FY03 ADOPTED BUDGET

The FY03 adopted budget established funding for the following Emergency Management Action items:

- Emergency Operations Center Upgrades
- Business Continuation Planning
- Enhance Building Security and Access Program
- Building Specific Emergency Safety Plans
- Building Security Enhancements
- Incident Command System Training

PROGRESS REPORT ON ACTION ITEMS

1. Emergency Management Ordinance

State law requires every county to establish an emergency management program that designates executive authority and line of secession, declaration and ratification of a disaster, and assigns roles and responsibilities. The ordinance establishes the authority and procedure for how the county will function in an emergency. An Emergency Management Ordinance has been prepared and reviewed by the Emergency Management Task Force and the County Attorney. The ordinance is currently under review and consideration by the Chair's Office.

Implementation

- a. Cabinet Briefing October 21, 2002
- b. Seek Board approval: First reading November 7, 2002; Second reading November 14, 2002
- c. Review with our surrounding jurisdictional partners starting in December 2002

2. County Emergency Operations Plan

The County Emergency Management Operations Group has completed its review of the County Emergency Operations Plan (EOP). The plan establishes an overview of the coordinated, pre-planned organization-wide actions to be taken in response to and recovery from an emergency. The plan is modeled after the Federal and State Emergency Management protocols. The operations group reviewed the plan in coordination with each department's individual emergency response plans.

Implementation

- a. Cabinet Briefing October 21, 2002
- b. Seek Board approval November 7, 2002
- c. Conduct employee orientation training sessions starting in December 2002
- d. Meet with our community partners to review plan starting in December 2002

3. Business Continuation Planning

Business continuation or "business continuity" is planning for how the county will recover from a major emergency or disaster and return to full service levels. The Emergency Management Operations Group is developing a model and strategy for a comprehensive County Business Continuation plan.

Action Plan

- a. Provide briefing and discussion with the Cabinet October 21, 2002.
- b. Train County Emergency Management Operations Group on October 23, '02.
- c. Develop a common countywide model, template and strategy
- d. Complete a countywide Business Continuation Plan in 2003.

4. County Emergency Operations Center

The emergency operations center at the Yeon Annex at SE 190th is operational. Telecommunication and radio equipment have been installed and tested. The next step is to upgrade the emergency power back-up system, scheduled for Fall FY03.

5. Building Security and Access in all county buildings

A team has been meeting to develop a proposal for a countywide security and access policy. The mission statement is: *Multnomah County is committed to security and safety in its facilities for the protection of the staff and the public.* The team is made up of representatives from Facilities, Risk and Safety, health promotion, the Sheriff's Office, Emergency Management and departments. The team is developing a "business case" for security protocols. We are assessing current security, and researching other jurisdictions and businesses security plans.

Action Plan

- a. Develop a "business case" for security protocols.
- b. Provide briefing and receive direction from the Cabinet October 21, 2002.
- c. Develop an implementation plan by December 2002

6. Citizen Corps

The county has taken the lead in coordinating the "Citizen Corps" countywide. The Citizen Corps initiative has several familiar components: Community Emergency Response Teams; Volunteers in Police Service; Terrorism Information and Prevention System; Medical Reserve Corps; and Neighborhood Watch. We are also developing a regional exercise design team and a countywide advisory council. In addition to planning and coordinating activities for the unincorporated areas of the County, we are providing coordination for the cities of Portland and Gresham.

7. Management Operations Group

We have established an organization-wide team with representatives from each department, the Sheriff's office and the Chair's Office. The team began meeting monthly starting in May 02. The team's charge is to develop and maintain a comprehensive, integrated County emergency preparedness system. The team has reviewed the Emergency Operations Plan, and has begun work on developing the Business Continuation Planning proposal.

8. Emergency Preparedness Handbook for Elected Officials

Each Commissioner has received their copy of the Handbook. We are scheduling individual orientation meetings with Commissioners and their staff.

9. Emergency Contact List

A county emergency contact list is maintained by the Department of Business and Community Services. Updates are being sent out quarterly to a list of key county managers and staff.

10. Incident Command System (ICS)

The Incident Command System (ICS) will be the incident management system in Multnomah County, upon adoption of the Emergency Management Ordinance. All responders and supervisory personnel will be trained to a consistent and uniform standard. The next step will be to identify and train designated employees in ICS for staffing the Emergency Operations Center.

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: R-6

Estimated Start Time: 10:20 AM

Date Submitted: 10/28/02

Requested Date: November 7, 2002 Time Requested: 15 minutes

Department: DBCS

Division: Emergency Management

Contact/s: Doug McGillivray

Phone: 503-793-3305

Ext.:

I/O Address: 425/EM

Presenters: Doug McGillivray and Mike Oswald

Agenda Title: Resolution Approving Multnomah County's Emergency Operations Plan

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. What action are you requesting from the Board? What is the department/agency recommendation?

Approval and Adoption of the Emergency Operations Plan.

2. Please provide sufficient background information for the Board and the public to understand this issue.

BRIEFING: Chair Linn introduced her Emergency Preparedness Initiative in November 2001. She stated that as a result of the recent national tragedies, the County must be better prepared for emergencies and crisis situations. Chair Linn set out three goals: 1) Enhance the County's level of emergency awareness and preparedness; 2) Improve our ability to respond rapidly and effectively to any emergency or disaster; and, 3) Better protect our employees, our facilities and the community if threatened by natural disaster, hazardous conditions, threatening actions or health incident. The Chair's Office convened a leadership team to assess the County's current emergency preparedness capacity and to make recommendations to the Chair for immediate and longer term critical actions. On February 11, 2002, the leadership team presented their recommendations to the Chair. The Department of Business and Community Services compiled the leadership team's recommendations, as well as other critical actions, into a comprehensive Emergency Preparedness Action Plan, which was presented to the Board of County Commissioners on April 18, 2002. Two critical action plan

items for the County were: 1) Adopt an Emergency Management Ordinance; and, 2) Adopt a revised Emergency Operations Plan.

EMERGENCY MANAGEMENT ORDINANCE: Oregon State Statutes require counties to establish emergency management programs responsible to the county governing body or executive officer. Multnomah County's Office of Emergency Management was instituted and authorized in 1974 by Board Management Ordinance before the Board on November 7th will formally establish the authority and functions of the Emergency Management program; establish the authority and succession of the Chair in an emergency; establish provisions for the Declaration of Emergency; and, create an Emergency Management Advisory Council. The events of the past year have changed much of the focus of Emergency Management requiring a revision and validation of the program. The ordinance will provide the direction, critical programs and support to senior administrative and management personnel of the county organization to ensure effective planning for, response to and recovery from a major emergency or disaster.

EMERGENCY OPERATIONS PLAN: Oregon State Statutes require that each county's emergency management program is responsible for preparing and maintaining a current Emergency Operations Plan. In addition, each Emergency Management program in the nation that receives any Federal funds is required to develop and maintain an Emergency Operations Plan. The County's Emergency Operations Plan details our jurisdiction's actions in responding to and recovering from a major emergency or disaster. The County has had an Emergency Operations Plan (EOP) in place since 1974 that has gone through successive revisions. This current revision to the plan incorporates Federal and State emergency management protocols using the Federal Response Plan as a guide. This revised and updated plan has been scaled down in size to make navigation through the document easier.

3. Explain the fiscal impact (current year and ongoing).

The Board allocated funding for the Emergency Management program in the FY03 Adopted Budget. This includes: ongoing funding for the Emergency Operations Center and staff; employee training in the Incident Command System; and, training and professional services to produce a County's Business Continuity Plan. In addition, the Board approved funding building security upgrades in the FY03 Adopted Capital Budget.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?
- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. Explain any legal and/or policy issues involved.

The Emergency Management Ordinance revises and updates the County's Emergency Management program to ensure compliance with State of Oregon Laws (ORS 401). In addition, adoption of the Emergency Operations Plan ensures compliance with State Law. The County Plan also serves as the foundation document for the Emergency Operations Plans for the cities of Fairview, Troutdale, and Wood Village.

5. Explain any citizen and/or other government participation that has or will take place.

The Emergency Management program created the Emergency Management Operation Group with representatives from all County departments, the Sheriff's Office and the Chair's Office. The group's charge is to work together to develop and maintain a comprehensive, integrated County emergency preparedness system. Local political jurisdictions within the County have been involved in this process from the beginning, as have a number of citizens. Emergency Managers from the cities of Portland and Gresham have been involved in review and coordination of our planning efforts. The Local Public Safety Coordinating Council has been briefed on the County's action plan. Upon approval, the ordinance and Emergency Operations Plan will be disseminated to neighboring jurisdictions as well as to agencies and individuals internal to the County.

Required Approvals (typed names indicate approval)

Department/Agency Director (type name of approver): M. Cecilia Johnson

Agenda Review Team

By: (type name of approver):

Date:

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. _____

Approving Multnomah County's Emergency Operations Plan

The Multnomah County Board of Commissioners Finds:

- a. ORS 401.305 requires that each county of the state of Oregon establish an emergency management agency that is directly responsible to the executive officer or governing body of the county.
- b. ORS 401.305 further requires that each county emergency management agency perform emergency management program functions within the county, including:
 - Coordination of the planning activities necessary to prepare and maintain a current emergency operations plan,
 - Management and maintenance of emergency operation facilities from which elected and appointed officials can direct emergency and disaster response activities, and
 - Establishment of an incident command structure for management of a coordinated response by all local emergency service agencies.
- c. The Office of Emergency Management of the Department of Business and Community Services (Office) serves as the County's emergency management agency. The Office has established a countywide Emergency Management Operations Group to provide review and comment to a revised Emergency Operations Plan. The group includes representatives for all county departments, the Sheriff's Office and the Chair's Office. The Group reviewed the plan in coordination with each department's individual emergency response plans.
- d. The Emergency Operations Plan, attached as Exhibit 1, establishes an overview of the coordinated, organization-wide actions to be taken in response to and recovery from an emergency. The plan is modeled after federal and state emergency management protocols.
- e. Amendments to the Multnomah County Code relating to the Office of Emergency Management are scheduled for first reading concurrently with this resolution.

The Multnomah County Board of Commissioners Resolves:

1. The Board approves the Multnomah County Emergency Operations Plan (Plan) attached as Exhibit 1.
2. This Plan supersedes any previous emergency operations plan adopted or approved by the Board to the extent the earlier plan is inconsistent with this Plan.

ADOPTED this 7th day of November 2002.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By

Matthew O. Ryan, Assistant County Attorney



OFFICE of EMERGENCY MANAGEMENT

MULTNOMAH COUNTY, OREGON

Emergency Operations Plan Executive Summary

Each jurisdiction in the nation that receives ANY FEMA funding for Emergency Management Activities, is required to have a current Emergency Operations Plan (EOP).

The new plan for Multnomah County:

- Reformatted to fit federal guidelines
- Condensed from 2-4" binders to 1 1.5" binder
- Is a general guideline – a framework that guides departments in developing individual plans.
- Discusses the roles and responsibilities of leadership,
- Defines the declaration process
- Defines the activation process for the Emergency Alert System (EAS)
- Outlines the activation levels and procedures for the Emergency Operations Center (EOC)
- Provides a checklist for hazard specific response activities
- Assigns **PRIMARY** and **SECONDARY** responsibilities for response activities. This does not apply to the Command function

A committee of County employees spent several months ensuring that the interests and needs of all Departments and major Divisions were met during the process. All individual Department or Division EOP's will be treated as stand-alone documents and attached to the County Plan as annexes.

#1

**MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP**

Please complete this form and return to the Board Clerk

This form is a public record

MEETING DATE: 11/7/02

SUBJECT: EMERGENCY MANAGEMENT

AGENDA NUMBER OR TOPIC: R-5, R-6, R-7

FOR: X AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: DICK ALEXANDER

ADDRESS: 30658 SW PEACH COVE RD.

CITY/STATE/ZIP: WEST LINN, OR 97068

PHONE: _____ DAYS: 503-655-8919 EVES: _____

EMAIL: rcapdxe@aol.com FAX: 503-655-1584

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: _____

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 02-140

Approving Multnomah County's Emergency Operations Plan

The Multnomah County Board of Commissioners Finds:

- a. ORS 401.305 requires that each county of the state of Oregon establish an emergency management agency that is directly responsible to the executive officer or governing body of the county.
- b. ORS 401.305 further requires that each county emergency management agency perform emergency management program functions within the county, including:
 - Coordination of the planning activities necessary to prepare and maintain a current emergency operations plan,
 - Management and maintenance of emergency operation facilities from which elected and appointed officials can direct emergency and disaster response activities, and
 - Establishment of an incident command structure for management of a coordinated response by all local emergency service agencies.
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2. This Plan supersedes any previous emergency operations plan adopted or approved by the Board to the extent the earlier plan is inconsistent with this Plan.

ADOPTED this 7th day of November 2002.




BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Matthew O. Ryan, Assistant County Attorney

MULTNOMAH COUNTY



EMERGENCY OPERATIONS PLAN



**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

LETTER of PROMULGATION

To be signed by:

County Chair

Board of Commissioners

Sheriff

Director of Emergency Management

REVIEW or CHANGE TO DOCUMENT FORM

[illegible]

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

OVERVIEW

While no plan can replace the common sense and good judgment of emergency responders and informed decision makers, this Emergency Operations Plan (EOP) does provide a framework to guide the efforts of Multnomah County in responding to and initiating recovery from major emergencies and/or disasters.

This plan describes the roles and responsibilities of county agencies in managing response operations in a coordinated manner and establishes a program for comprehensive resource management.

This Emergency Operations Plan is divided into seven sections:

- SECTION I:** "Administration" recognizes the day-to-day duties of the various agencies in Multnomah County, and also illustrates what each agency's capability/ role is in providing services to the County. It also includes a line of succession and a list of legal citations and mandates that shape the emergency response system.
- SECTION II:** "Activation" details the method by which the County receives alert and warning information, as well as how the information is disseminated to departments, divisions, and offices. The section also illustrates how the information is used to activate the Emergency Operation Center (EOC), and establishes guidelines for the release of information to the public.
- SECTION III:** "Response" gives process and guidance to the response and resource management activities during an emergency or disaster. It also contains the **EMERGENCY MANAGEMENT ORGANIZATION** and **EMERGENCY SUPPORT FUNCTIONS**. It describes common management functions; areas common to most major emergencies or disasters, such as transportation and public safety.
- SECTION IV:** "Recovery" gives guidance for the restoration of damaged county infrastructure and facilities, as well as for the demobilization of resources.

SECTION V: "Hazard Specific Guidelines" provides a series of checklists that demonstrate an appropriate sequence of events or activities for each hazard

SECTION VI: "Intergovernmental Agreement EOP's" Multnomah County has responsibility for the development and maintenance of Emergency Operations Plans for the cities of Fairview, Maywood Park, Troutdale and Wood Village. These EOP's will be referenced here as they are revised and adopted.

SECTION VII: "Departmental EOP's" Many County Department have developed individual EOP's. They are to be found in this section as stand-alone documents. These departmental documents will be amended and revised by the authoring departments.

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN
GLOSSARY & ACRONYM SECTION**

GLOSSARY

Command Staff	Comprised of the Incident Commander, Public Information Officer, Liaison Officer and the Safety Officer.
Disaster Declaration	The document that is prepared locally and forwarded to the Governor. Upon his/her approval the declaration will be forwarded to the President. If signed by the President, federal funding and various forms of assistance will be available.
Emergency Alert System	The successor to the old Emergency Broadcast System (EBS). Field supervisors, emergency management, or local elected officials activate this new system, by calling one central number and taping the message. It will be verified by a call back and then broadcast.
Emergency Operations Center	A facility from which an emergency is managed, and in which the jurisdictions decision makers gather. The facility includes communications equipment, phones, computers, etc.
Emergency Operations Plan	Guidelines that assist in managing the response, and recovery efforts during a disaster or emergency.
Emergency Support Functions	Functions that emergency responders have executed during times of emergency and disaster. These functions are what the Federal Response Plan, State Comprehensive Emergency Plan, and the Multnomah County Emergency Operations Plan are based on. These functions serve as what will be done during a disaster or emergency.
Emergency Transportation Route	Roads and/or highways that will be cleared and/or restored first after a disaster or emergency have occurred. These ETR's will be the primary ingress and egress for responders during a disaster or emergency.
Finance Section Chief	Responsible for all financial aspects of the incident especially time, costs, claims and contracts.
General Staff	Comprised of the Operations Section Chief, Planning Section Chief, Logistics Section Chief and the Finance Section Chief.
Incident Commander	Responsible for all aspects of the incident. May assign or delegate authority but remains responsible. Supervises all Command and General staff positions.
Incident Command System	A method of organization to effectively and efficiently manage a large number of resources

[illegible]

ABBREVIATIONS & ACRONYMS

ARES	Amateur Radio Emergency Services
CHEMTREC	Chemical Manufacturers Technical Resource Committee
DAC	Damage Assessment Coordinator
D.I.M. Report	Dead, Injured, Missing Report
DSR	Damage Survey Report
EAS	Emergency Alert System
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EMS	Emergency Medical System
EPA	Environmental Protection Agency
ESF	Emergency Support Function
ETR	Emergency Transportation Route
FD	Fire Department
FEMA	Federal Emergency Management Agency
FOSC	Federal On-Scene Coordinator
FSC	Finance Section Chief
HAZMAT	Hazardous Material
IC	Incident Commander
ICS	Incident Command System
JIC	Joint Information Center
LE	Law Enforcement
LEM	Local Emergency Management, Local Emergency Manager
LO	Liaison Officer
LSC	Logistics Section Chief
NAWAS	National Warning System
NERT	Neighborhood Emergency Response Team
NIIMS	National Interagency Incident Management System
OERS	Oregon Emergency Reporting System
OSC	Operations Section Chief
PD	Police Department
PIO	Public Information Officer
PSC	Planning Section Chief
RACES	Radio Amateur Civil Emergency Services
RFPD	Rural Fire Protection District
RP	Responsible Party
SO	Safety Officer
SOSC	State On-Scene Coordinator
WMD	Weapons of Mass Destruction

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13	Resource Management	
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Notes

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MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

SECTION I

ADMINISTRATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

ADMINISTRATION

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MULTNOMAH COUNTY EMERGENCY OPERATION PLAN ADMINISTRATION

1 ROLES AND RESPONSIBILITIES

PURPOSE:

The purpose of this section is to illustrate and describe the range of services that are available from the various Divisions, Departments, and Offices of Multnomah County in normal day-to-day operations. This section will also clearly define, and discuss what they could provide during an incident.

For emergency responsibilities each governmental subdivision will be designated as a primary, support, or adjunct agency in the ESF section. This lends each subdivision to the rendering of facilities, equipment, and personnel to the applicable ESF function. For a more comprehensive view of emergency responsibilities, turn to Section III.

ROLES AND RESPONSIBILITIES:

OFFICE OF THE COUNTY CHAIR (OCC)

- Administers all County programs (except the Sheriff, Auditor, District Attorney, and Board of County Commissioners).
- Prepares the annual budget.
- Develops policy.
- Presides at Board meetings.
- Conducts the legislative business of the County.

BOARD OF COUNTY COMMISSIONERS (BOCC)

- Conducts legislative and official business of the County as required.
- Hears land use appeal cases.
- Adopts policies, which direct County activities.
- Sits as the Budget Committee, reviews the Executive Budget, holds hearings, and adopts the final County Budget.
- Creates boards, and commissions to advise on interests to the County.
- Is empowered to make changes in County administrative departments
- Fills vacancies in elective County offices.

AUDITOR'S OFFICE (ADO)

- Is responsible for increasing the efficiency, effectiveness, and accountability of Multnomah County government officials and agencies.

COUNTY ATTORNEYS OFFICE (CAO)

- Defends against litigation
- Sues for Taxes & Contract Claims
- Advises regarding:
 - Subpoenas
 - Public Record Requests
 - Contracts
 - Concealed Weapon Permits
 - Felon in Possession of Firearm Petitions
- Drafts Ordinances & Resolutions
- Interprets County Code or State Statutes
- Provides legal advice and training in areas of Expertise

DISTRICT ATTORNEYS OFFICE (DA)

- Prosecutes Federal, State, and County Laws, and Ordinances in Multnomah County.
- Successfully identifies deceased persons, conduct death investigations, and dispositions of human remains through the County Medical Examiners Office.

PUBLIC AFFAIRS OFFICE (PAO)

- Develops and coordinates a countywide legislative agenda. Tracks state and federal legislation of interest to the county.
- Educates state legislators and members of Congress on county issues.
- Develops fact sheets on legislative issues.
- Acts as a liaison with other governments and special interest groups.
- Recruits expert witnesses to testify at legislature on behalf of the county.
- Assists with media strategies to promote and educate the community on county programs and services.
- Prepares news releases, advisories, letters to the editor, opinion columns, fact sheets, and other media material.
- Builds and maintains proactive relationships with the media.
- Responds to media inquiries.
- Plans news events.
- Coordinates public involvement activities for existing county facilities.
- Develops public education projects.

- Designs graphics and writing services for brochures, reports, advertisements, and other publication needs.
- Creates scripts for videos and public service announcements.

SHERIFF'S OFFICE (MCSO)

- The Multnomah County Sheriff's Office provides civil, corrections, and a full-range of law enforcement services in Multnomah County.
- Provides Search and Rescue (SAR), activities in rural areas, and along the waterways.
- Provides River Patrol.

DEPARTMENT OF BUSINESS & COMMUNITY SERVICES (BCS)

- Animal Control(ANC): Provides animal control for all jurisdictions in Multnomah County, and also provides animal sheltering on a limited basis. Provides for securing and disposition of domestic, feral, and wild animals during and following an emergency and/or disaster.
- Emergency Management (MCEM): Provides comprehensive emergency management planning in preparing for, mitigating against, responding to, and recovering from disasters and emergencies. Provides EOC and ICS Training. Provides interface between local, state, and federal governments.
- Facilities & Property Management (FPM): Cleans, maintains, repairs, improves, and manages County owned and leased buildings, facilities, and property.
- Information & Technology Organization (ITO): Develops, maintains, and improves county computer and information systems.
- County Human Resources(HR): Consist of multiple offices that ensure that employees are cared for.
- Finance (FIN): Manages accounts payable, and accounts receivable. This division also includes Risk Management sections that have the responsibility of OSHA compliance issues, and the safety of all county employee's, volunteers, and inmates.
- Assessment & Taxation (A&T): Provides tax lot information and assessment for real property.
- Land Use Planning (LUP): Provides for the authorization of construction, and adherence to pertinent ordinances.
- Transportation (TRAN): This division is responsible for the planning, development and maintenance of a balanced transportation system through the maintaining of county operated bridges and roadways. Identifies Emergency Transportation Routes (ETR's).
- Budget & Performance Management (BPM): Develops the most cost effective methods of operation.

- **F.R.E.D.S. (Fleet, Records, Electronics, and Delivery Services):** Provides all fleet maintenance and management, two way radio and electronics maintenance, record management and storage, warehousing and mail and delivery services.

DEPARTMENT OF COMMUNITY JUSTICE (DCJ)

- Enhance community safety and reduce criminal activity by holding youths and adults accountable in a fair and just manner, assisting them in developing skills necessary for success, and teaching them to effectively use public resources.

DEPARTMENT OF LIBRARIES (DOL)

- Operates and maintains all County libraries.

DEPARTMENT OF HUMAN SERVICES

- **Behavioral Health Division:** Develops, mobilizes and manages resources for services to adults, adolescents and children with mental illness, emotional and addictive disorders (including alcohol, other drugs and gambling). The Division is responsible for providing or contracting for a continuum of crisis intervention and treatment services, providing protective services, assessment and referral, facilitating access and authorizing reimbursement.
- **Developmental Disabilities Services Division:** Plans strategies and generates resources that facilitate accessibility, inclusion and choices for individuals with developmental disabilities, and their families.
- **Operations Division:** Provides department-wide services and assures accountability and responsiveness in the areas of contracting and program evaluation, information technology, grant planning and development, and domestic violence coordination.
- **Support Service Division:** Provides financial management and accountability and administrative services for the Department of Community and Family Services in the areas of finance, payroll services, personnel management, employee orientation, purchasing and facilities management. The Division is responsible for payments to community provider agencies for contracted services as well as direct client payments of flexible service funds.
- Ensures disabled citizens receive the proper level of care and services. Also licenses adult care homes.

DEPARTMENT OF HEALTH (DOH)

- **Business Services:** Processes all Health Department contracts. Provides technical assistance and advice regarding purchasing rules and procedures. Provides financial reporting tools to department managers. Maintains generally accepted accounting

practices for all Health Department activities. Coordinates and places special orders of items not kept in stock at Central Stores. Pays invoices for special orders. Maintains computer data and statistics on services provided by the Health Department. Supports the Department's personal computers and networks.

- Corrections Health: Health services for corrections clients. Primary care, communicable disease screening, mental health, OB-GYN, orthopedics, dental, x-ray, and lab services.
- Dental Services: Referral for urgent and emergency dental appointments with volunteer providers. Clients must be uninsured and have an urgent dental need. Multi-Care and low-income clients. Low-income and uninsured children are seen as time permits Multnomah county residents.
- Disease Prevention: Surveillance of communicable disease in Multnomah County. Investigation of cases of communicable disease. Recommendations for prevention and control measures regarding communicable diseases. Head lice hotline. Information by phone on communicable disease.
- Health Officer: Has delegated legal authority for local administration of laws that govern public health in the State of Oregon. Directly responsible for programs in emergency medical services. Professional consultation in a wide range of public health issues. Provides quality control of ambulance services in Multnomah County & regulates ambulance providers. Investigates complaints about ambulance service. Coordinates improvements and enhancements to the EMS system. Coordinates all medical policies at 9-1-1 and administers the emergency ambulance contract. Participates in a Unified Command during Weapons-of-Mass Destruction (WMD) incidents.
- Neighborhood Health: Provide low-income and uninsured women with free breast and cervical cancer screening. The goal is to detect cancer at an earlier and more treatable stage, and reduce the number of breast and cervical cancer deaths. Services are provided at Health Department Clinics, private provider clinics and mammography facilities.
- Planning and Development: Provides research, evaluation, and data analysis to assess and monitor the health status of the community. Maintains data and statistics on Multnomah County residents, conducts program evaluation and health research to support other MCHD divisions.

OFFICE OF SCHOOL AND COMMUNITY PARTNERSHIPS

- Community Programs & Partnerships Division: Focuses on reducing poverty in the community and in families; promoting high school completion; and preventing both domestic violence and juvenile crime.

Notes

2

2 LINE OF SUCCESSION

This section outlines the hierarchy of the County should there be an executive vacancy due to loss of life, incapacitation, or injury. This section is only used in time of emergency or disaster:

MCC. 7.905 The Chair or in the Chair's absence or inability to perform the functions of the office, the most senior member of the Board, or in the senior Board member's absence or inability, the Sheriff, or in the Sheriff's absence or inability, the Chair's designated interim, or in the Chair's designated interim's absence or inability, the Sheriff's designated interim, has authority to:...

COUNTY CHAIR
|
MOST SENIOR BOARD MEMBER
|
SHERIFF
|
CHAIR'S DESIGNATED INTERIM
|
SHERIFF'S DESIGNATED INTERIM
|

Notes

3

3 **LEGAL MANDATES & AUTHORITIES**

Code of Federal Regulations:

CFR 1910.120	OSHA HAZMAT Standards
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Oregon Revised Statutes:

ORS 192	Record Management
ORS 401	Emergency Management; Search and Rescue and Emergency Communications

ORS 476.510- 476.610	Emergency Conflagration Act
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ORS 477	Fire Protection of Forests and Vegetation
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ORS 478	Rural Fire Protection Districts
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Oregon Administrative Rules:

OAR 104-10-000	Participation of Local Governments in the Emergency Management Assistance Program of the Federal Emergency Management Agency.
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Multnomah County Charter:

MCC 604	County Home Rule Charter
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Multnomah County Code:

MCC Title 4.30	Vacancies in Office
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Multnomah County Ordinances, Resolutions or Executive Orders:

Executive Order 192	Creation of County Emergency Management Office
Resolution #91-8	Adoption of NIIMS ICS Model

Notes

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

HOW TO USE THIS PLAN

This plan is based on Emergency Support Functions (ESF's). These ESF's describe management functions, which are common to most major emergencies or disasters, such as firefighting, and public safety.

The ESF format is designed to expedite, assimilate, and facilitate the use of Federal and State resources in response to emergencies and/or disaster conditions. The State of Oregon, and the U.S. Government's Federal Response Plan already are based on the ESF format.

In place of the usual and customary format wherein each potential emergency or disaster is named and each agencies responsibilities are spelled out in detail, this plan has take a more general approach.

The reader will find that since each response agency understands it's roles and responsibilities and that they are spelled out in training and in departmental SOP's or SOG's, to repeat them here is redundant.

Therefore: this EOP applies each potential emergency and each potential resource to a matrix . Agencies with Primary or Secondary responsibilities are indicated on the matrix by the use of letters that correspond to their level of responsibility – either a 'P' or a n 'S'.

The document is designed to be a CORE document and address County response methodologies in general. Specific details are to be found in agency and department individual EOP's, listed in Section VII, but filed and maintained separately.

When the ESF's are activated, they will reside in the functional elements of the EOC (Operations, Planning, Logistics, and Finance Sections). Some ESF's are function-specific, such as: ESF#5 Intelligence and Planning would reside in the EOC's Planning Section, and ESF#7 Service and Support would reside in the Logistic Section of the EOC.

However, some ESF's would be operationally specific such as ESF#9 Search And Rescue, ESF#4 Fire Fighting, and ESF#13 Public Safety, They would usually be in the Operations Section of the Incident Command System and in the EOC. Subsequently, they may elect to have some of their ESF personnel report to the other sections of the EOC in order to bolster their efforts and to ensure that the ESF's operational needs are met.

The lead agency of the ESF (the one having primary responsibility) will participate in a Unified Command at the EOC, if and when one is established . If there were not a Unified Command in place, the agency having primary responsibility would assume the position of Branch Director in the Operations Section. The activation of Support and Adjunct Agencies is at the discretion of the this agency.

Support Agencies would provide technical, administrative, and logistical support to their Primary Agency in the ESF.

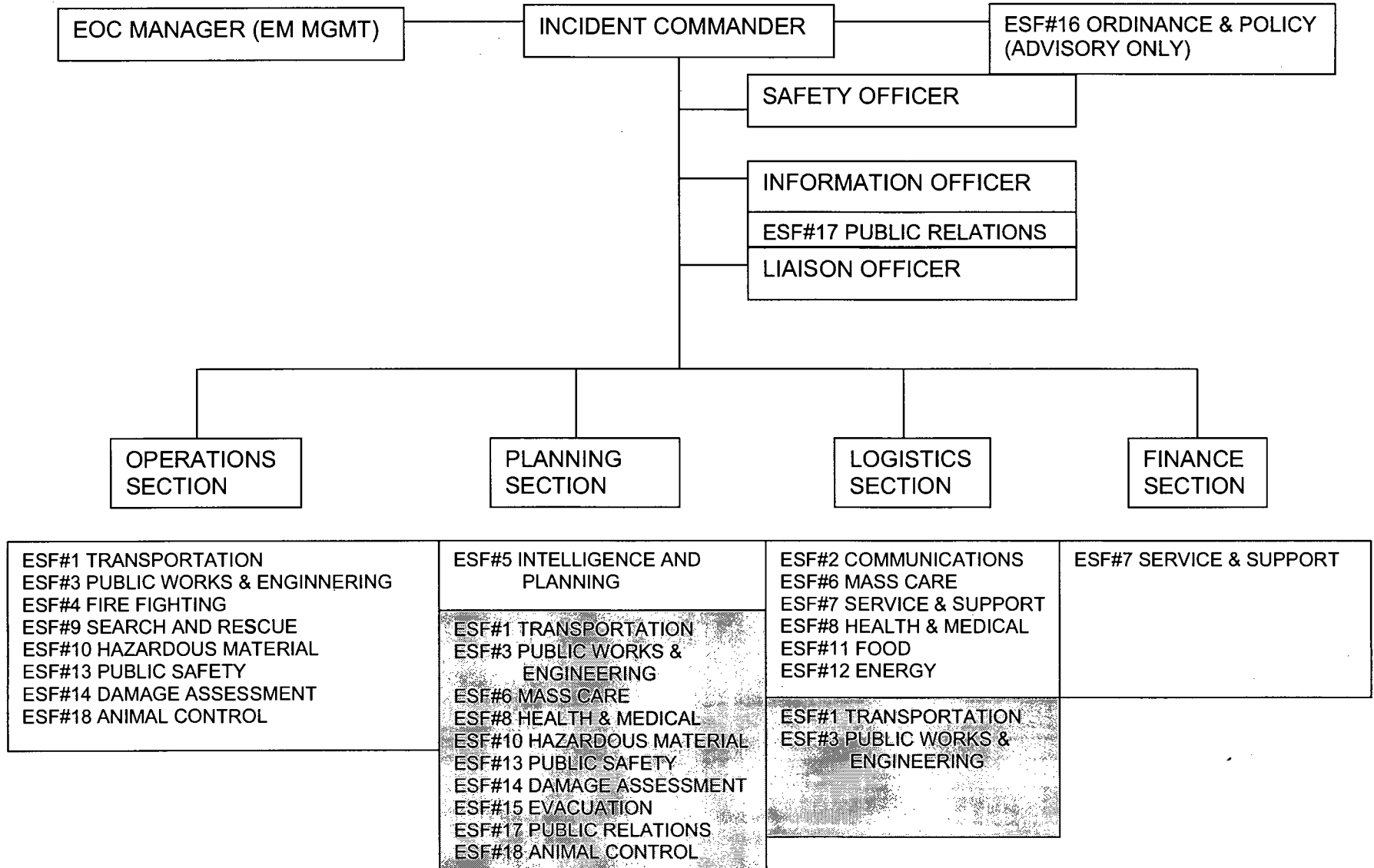
Adjunct Agencies would provide operational, technical, logistical, and administrative support to the Primary Agency.

It is strongly recommended that the agencies involved in an ESF conduct coordination meetings and develop an ESF plan for their response to each level of activation.

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

CONCEPT CHART

* Gray areas denote sections that ESF's might send Support or Adjunct agencies to help support the ESF's mission.



**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

SECTION II

Notes

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

ALERT, WARNING, and NOTIFICATION

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3 CONCEPT OF OPERATIONS.....	02
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MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

ALERT, WARNING and NOTIFICATION

1 PURPOSE

This portion of the EOP describes how the County receives emergency notifications of potential, imminent or actual emergencies. It then describes the policies and mechanisms utilized to relay the emergency information from the warning point to the Emergency Management liaisons for each department, non-departmental offices, jurisdictions, districts and agencies. Once the emergency information is received the EOP further describes the process used to ensure circulation to divisions, programs, and employees who may be effected by the event. Receipt of the information on hazards or emergencies may require emergency mitigation or response actions by jurisdictions, County officials and managers.

2 SCOPE

In an emergency or a disaster, information is essential for the appropriate response, management of resources, and communication. It is imperative that the appropriate departments, divisions, and offices be notified of the alert and warning of a imminent or occurring emergency or disaster so that decisions can be made, and policies executed. The timely dissemination of information is crucial to a successful response and recovery effort.

3 CONCEPT OF OPERATION

In Multnomah County, the primary points for receiving alert and warnings are; The Public Safety Answering Point (PSAP), which is BOEC (Bureau of Emergency Communications), and the Multnomah County Sheriffs Office Records Section located at 1120 SW 3rd Avenue.

All warnings will receive priority over all normal routine office business and shall not be delayed for any reason.

Alert and warning information may be transmitted to the County via the National Alert and Warning System (NAWAS), the State Warning Point, the PSAP, government agencies, responding emergency response/field personnel, the public, the media and other sources. Information may also

be received from the National Weather Service, Law Enforcement Data System (LEDS), and through ARES/RACES operators.

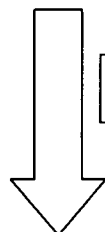
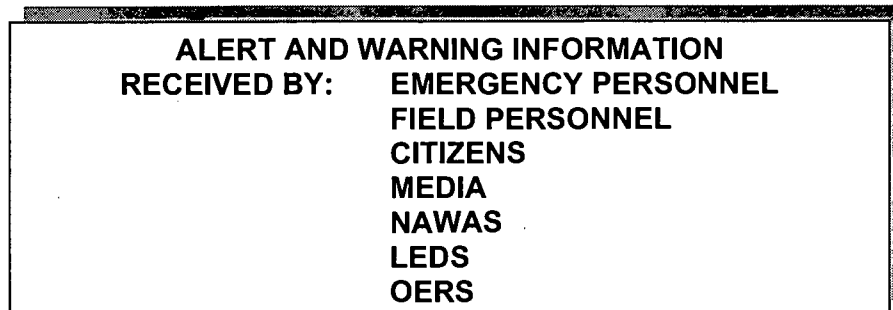
Any department, jurisdiction, district and agency may receive warning information at any time. In order to anticipate problems, verify information, reduce rumors and relay credible information regarding potential or actual emergencies, the following actions will be taken upon receipt of any information regarding a potential or actual emergency or hazards associated with an actual emergency:

- Receive and record on an, ICS form 214, warning information and instructions.
- Transmit warning information immediately to the Sheriff's Office Records Department by phone and FAX, if available.

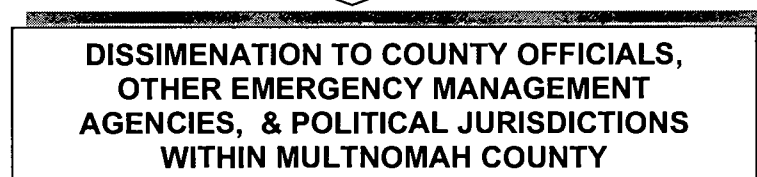
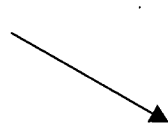
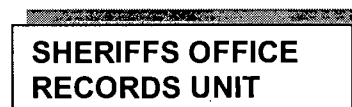
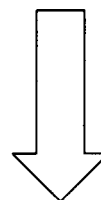
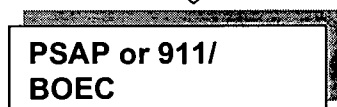
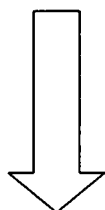
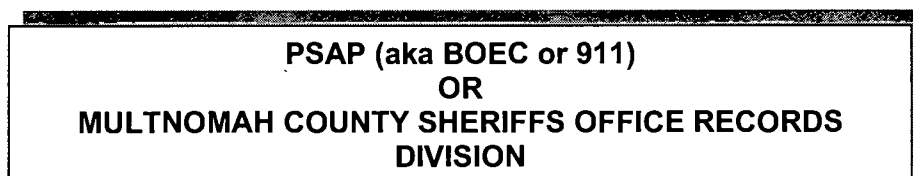
Multnomah County Sheriff's Office
Records Division
Phone: 503-988-3050
Fax: 503-988-5354
Or
DIAL 9-1-1

- The Sheriff's Office/ BOEC will then contact the Multnomah County Office of Emergency Management.
- Emergency Management will then contact the appropriate County Officials, Emergency Management offices in contiguous jurisdictions, political jurisdictions within Multnomah County and, depending on the level of activation, initiate applicable Emergency Support Functions (ESF's)

SEE FLOW CHART
FOR GRAPHIC DEPICTION OF CONCEPT OF OPERATION



TRANSMITTED TO



Notes _____

**MULTNOMAH COUNTY
EMERGENCY OPERATION PLAN**

ACTIVATION

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1 Purpose.....	02
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MULTNOMAH COUNTY EMERGENCY OPERATION PLAN ACTIVATION

1 **PURPOSE**

The purpose of this section is to describe how and when the EOC and ESF's will be activated during a disaster or emergency.

2 **SCOPE**

Once the emergency information is received (Alert & Warning, Notification), this section further describes the circulation of information to divisions, programs, and employees who may be effected by the event. Receipt of the information on hazards or emergencies may require emergency mitigation or response actions by jurisdictions, County officials and managers, thus necessitating the activation of the EOC and some, or all of the ESF's.

3 **CONCEPT OF OPERATION**

The receipt of information regarding potential emergencies occurs frequently. Much of the time the potential emergency event is monitored by the Office of Emergency Management, and information is not disseminated unless conditions exist which warrant its' dissemination. Therefore, activation under the provisions set forth in this guideline will be based on the following criteria:

Level I: Conditions or activities which are beyond routine utilization and deployment of resources but which can be carried out within the confines and capabilities of one department, agency or jurisdiction. All activities, manpower, and resource management are handled from a field Incident Command Post. This type of emergency is small and localized in nature, and does not have any significant impact on health and well being of citizens outside of the direct confined area of the emergency. The Incident Command System may be in effect on a departmental level. The EOC is not normally activated at this level.

An ESF activation checklist is found in SECTION V, page 5.

Level II: An incident that has special or unusual characteristics requiring response by more than one department, agency or jurisdiction, which is beyond the scope of available resources. Members of the Office of Emergency Management will activate the EOC. A limited activation of the EOC may provide an emergency telephone bank, enhanced radio communications, the ability to track an ongoing threat to the County, assistance to other support functions to other agencies and/or other jurisdictions. The EOC may be minimally staffed; some ESF's may be activated.

Level III: An incident that exceeds the capabilities of the County to respond effectively, requiring the coordinated response of all levels of government to protect and save lives and property. Under such conditions numerous ESF's in the County's EOP would be implemented. A formal ICS system will be organized countywide. The EOC would be fully staffed, and manage all requests from the field for resources, mutual aid, and state and federal assistance as needed.

[illegible]

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

COMMUNICATIONS

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3 CONCEPT OF OPERATIONS.....	02

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN COMMUNICATIONS

1 PURPOSE

The intent of this plan is to provide a guideline, for the utilization of Amateur Radio Services to support existing emergency communications in accordance with ORS 401. Use of this plan is strictly voluntary

2 SCOPE

This plan details operations for emergency response to disasters and emergencies, which include the Amateur Radio Emergency Service (ARES) organization and the Radio Amateur Civil Emergency Services (RACES) organization.

The Amateur Radio Service is a voluntary noncommercial service, particularly with respect to providing emergency communications. This communications service should be considered for activation to facilitate auxiliary emergency communications and/or augment existing EOC communications equipment as needed.

The Amateur Radio service may be activated during a Level II and Level III EOC activation to augment communication capabilities, and provide services as deemed necessary to the response phases of the operation. The Amateur Radio Service may be retained through the recovery phases of the operation and demobilized by the Director of Emergency Management or the EOC Demobilization Unit Leader.

The individual Amateur Radio Service person will have appropriate levels of insurance on any personal amateur radio equipment used in support of Multnomah County activities. The County will assume no liability for damaged, destroyed, missing, or malfunctioning personal amateur radio equipment.

3 CONCEPT OF ORGANIZATION

Acceptance of or participation in this plan shall not be deemed as relinquishment of license control and shall not be deemed to prohibit an amateur radio service licensee from exercising discretion and responsibility in any given situation under the terms of their license.

Existing communication networks consist of telephone, Teletype, and radio facilities to serve initial and basic communications for emergency operations. Landline circuits when available will serve as the primary means of communications with agency radio(s) as back up. Amateur Radio will provide a secondary back up for agencies served.

During a disaster event, the various code systems used for brevity will be discontinued and plain text/normal speech will be used to ensure comprehension. In addition, local time will be used during transmissions.

- A Notify Oregon State Office of Emergency Management through the Oregon Emergency Response System (OERS) at **1-800-452-0311** or **503-378-6377** when Amateur Radio is activated to support emergency communications.
- B Adhere to all rules and regulations governing the use of Amateur Radio equipment
- C Properly use equipment and follow correct message handling methods.
- D Work within the appropriate chain of command for both the agencies served and the ARES/RACES Structure.
- E Maintain familiarity with local, district, and state frequencies and modes of operations.
- F Adhere to minimum training requirements.

[illegible]

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

PUBLIC INFORMATION

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MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

PUBLIC INFORMATION

1 **PURPOSE**

The purpose of releasing, providing, and controlling incident information is to increase awareness of hazards and to provide active channels for informing and advising various publics, both internal and external, on appropriate actions before, during, and after emergencies. It will provide a guideline for effective collection and dissemination of information and encourage appropriate public responses.

2 **SCOPE**

When it is necessary to warn the public of a threat to their safety, a strategy appropriate to the situation will be selected or developed and immediately implemented. This strategy will involve the use of as many facilities and techniques as necessary to ensure complete and adequate response to the affected area. The strategy will also be affected by the source and credibility of the report of the threat.

The media can be a great resource in providing information to the public. Members of the communications media will be accorded the fullest cooperation. It is the goal of Multnomah County to be proactive whenever appropriate in providing information to legitimate members of all aspects of the media.

Public information depends on all personnel. Every effort shall be made to reply promptly and accurately to inquiries from the news media on any subject that can be defined as the "public's business." Multnomah County Policy is that the Public Affairs Office should be the sole point of contact for the media.

There will be occasions when the appropriate person should be visiting with the media as a specific expert. For example, if there were a bridge emergency, a qualified representative would be selected to participate in media interviews, and to inform the Public.

Policy statements need to remain a function of the Public Affairs Office's interaction with media interviews.

3 CONCEPT OF OPERATION

The County utilizes several methods to carry out emergency notification.

1 **Emergency Alert System:**

KXL is the local designated Emergency Alert System (EAS) radio station. It has responsibility for disseminating emergency information and warning to the public in the Greater Portland area in cooperation with local authorities.

The system also may be used to call back off duty personnel if there is phone system failure.

**Local Primary EAS station for the
Greater Portland/Vancouver Area:**

KXL 750 KHz AM

24 Hour #: 503-417-7630

**Alternate Local Primary EAS station for the
Greater Portland/Vancouver Area:**

KGON 92.3 MHz FM

5:00 AM – 11:00 PM: 503-223-0349

11:00 PM – 5:00 AM: 503-535-0440

EMERGENCY ALERT SYSTEM PROCESS

Contact BOEC ((503-823-1901; 503-823-1902) and advise them that you're about to activate the Emergency Alert System- EAS.

Develop emergency message to be broadcast and prepare to read message for tape recording by the operator on duty at the EAS Station.

Use the following message format.

"THIS IS (NAME/TITLE) OF (ORGANIZATION). I REQUEST THAT THE EMERGENCY ALERT SYSTEM BE ACTIVATED FOR THE PORTLAND/MULTNOMAH COUNTY OPERATIONAL AREA DUE TO (DESCRIPTION OF EMERGENCY SITUATION), THE AFFECTED AREAS ARE (NAME AREAS). (NAME JURISDICTION) IS TAKING THE FOLLOWING ACTIONS (NAME ACTIONS BEING TAKEN BY PUBLIC SAFETY PERSONNEL). WE WOULD LIKE THE FOLLOWING IMMEDIATE PROTECTIVE ACTIONS TO BE TAKEN BY THE PUBLIC (NAME PROTECTIVE ACTIONS).

Call **primary** EAS station (KXL) (503-417-7630), identify yourself to EAS station personnel. Advise operator on duty that you are requesting activation of the EAS for the Portland/Multnomah County Operational Area. (Operator will ready equipment for taping of your message.)

When advised by operator to do so, read prepared message for taping

Operator will call authentication point (BOEC Coordinator) (503-823-1901; 503-823-1902) to verify authorized activation of EAS.

Authentication point verifies EAS activation, message broadcast as taped.

Provide situation updates or termination notice using the same procedure

If verification doesn't occur, the message WILL NOT be transmitted

- 2 Cable Television Override:
The Cable Alert System provides immediate interruption of cable television programming for emergency messages.
- 3 Mobile Public Address Systems:
The following County vehicles have mobile public address systems that may be used for emergency notification.
Sheriff: All marked cars
Police: City of Gresham, City of Portland, City of Fairview, City of Troutdale, all marked cars.
Fire: District 14, all fire engines, trucks and rescues. District 30, all first-out rigs. City of Gresham, and City of Portland; all fire engines.

Direction of these assets shall be the responsibility of the Incident Commander through the Operations Section. All messages should be coordinated with the Incident Commander's Public Information Officer to be sure that conflicting information is not issued.

- 4 Door to Door Notification:
Door to door notification may be necessary when a rapidly emerging incident poses a clear threat to public safety. Residents may be directed to use temporary shelter, depending upon the weather and expected duration of the emergency.

Direction of this activity shall be the responsibility of the Incident Commander through the Operations Section Chief (ordinarily through the Law Enforcement Branch Director). Messages about evacuation and sheltering of the public should be coordinated with the Information Officer, and the Office of Emergency Management, in order to be sure that conflicting information is not issued.

- 5 Public Information Officer:
If available the County Chair's Information Officer shall serve as the primary Information Officer in a major emergency. The Information Officer shall be responsible for providing a flow of information and instructions to the public.

The Information Officer shall be responsible for the implementation of the entire Information Function and Joint Information Center (JIC) activities and staffing of a JIC.

Notes

**MULTNOMAH COUNTY
EMERGENCY OPERATION PLAN**

SECTION III

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

THE EMERGENCY OPERATIONS CENTER

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4	THE DECLARATIVE PROCESS	04
 APPENDICES		
	A. ICS Forms List	A

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

THE EMERGENCY OPERATIONS CENTER

1 PURPOSE

The purpose of this Emergency Operations Center discussion is to describe the activation, setup, and policies of the County's Emergency Operation Center. The Emergency Operations Center is used to coordinate emergency and recovery response in the field and to support those activities logistically and financially.

It also describes the emergency declaration process used by the County. This process can suspend day-to-day procedures, implement emergency procedures and authorities and obtain resources and assistance from the State of Oregon and the Federal government.

2 SCOPE

An Emergency Operations Center has been established to provide a central location for the management of a county emergency. The Emergency Operation Center setting provides for face-to-face communication among the members of the Emergency Center staff and others who may be asked to participate in the decision making process. It also provides a setting in which all decision makers receive status on the emergency.

The Multnomah County Emergency Center is located at:

**YEON ANNEX
1600 SE 190TH AVE.
PORTLAND, OR 97233**

DECISION MAKERS	Columbia Room
OPERATIONS	Sandy Room
PLANNING	Willamette Room
RADIO ROOM	ROOM 201
TELEPHONE BANK	ROOM 203

If needed, the Emergency Management Incident Command Post may be requested to facilitate on-scene communications.

3 CONCEPT OF OPERATION

The incident command system used in the Emergency Operation Center will be the National Interagency Incident Management System-Incident Command System (ICS). The staffing level and tasks within the Emergency Operations Center will vary depending on the emergency level and the nature of the emergency. The Emergency Operations Center should be staffed only as necessary. Section Chiefs will determine what functions within their section need to be staffed and order additional staff through appropriate channels. County personnel may staff positions or personnel from assisting jurisdictions/agencies, or volunteer organization as required by the needs of the emergency.

If possible, Emergency Operation Center staff should be rotated at least once every twelve hours.

All employees used in the Emergency Operation Center will report to Emergency Operation Center supervisors until emergency and recovery activities have ended and released by the Demobilization Unit. Day-to-day supervisors and/or Department Managers will not be responsible for their employees until the employee has been released from the Emergency Center.

The County Chair shall be kept informed of the progress of emergency operations by:

- a) Office of Emergency Management
- b) Multnomah County Department heads
- c) Other elected and executive officials as necessary.

The Emergency Operations Center will be responsible for providing necessary reports to the state and Federal government during and after an emergency. A response to a declared emergency shall be critiqued in order to improve coordination and response for future emergencies.

4. EMERGENCY/ DISASTER DECLARATIONS

When the County determines an emergency exists, the County Chair shall promptly determine if a declaration is warranted. The emergency declared by the County Chair shall be for the period set forth in the declaration. In those cases where a decision must be made to apply resources to one situation while another problem goes unattended, the preservation of human life shall take precedence over property protection. The County Chair or Sheriff shall decide whether all leaves and vacations are to be nullified due to a declaration of a County emergency.

State and Federal support of County emergency operations will be based on the principal of self-help. The County will be responsible for utilizing all available local and mutual aid resources prior to requesting assistance from the State of Oregon and asking for a state emergency declaration.

When, local resources have been or are about to be exhausted, and it is determined that state and possibly federal aid will be needed, the County Chair will submit a formal request to the Governor through the State of Oregon Office of Emergency Management. Responsibility for coordination of emergency activities with state and private organizations has been delegated to the Office of Emergency Management. Requests for assistance should detail the task to be performed and specific equipment that is needed.

It is the policy of the State of Oregon to establish an orderly means of providing state resources to assist local governing bodies in carrying out their responsibilities to alleviate suffering, damage, or property loss resulting from large scale emergencies. However, certain responsibilities must be fulfilled by the County before such assistance is given.

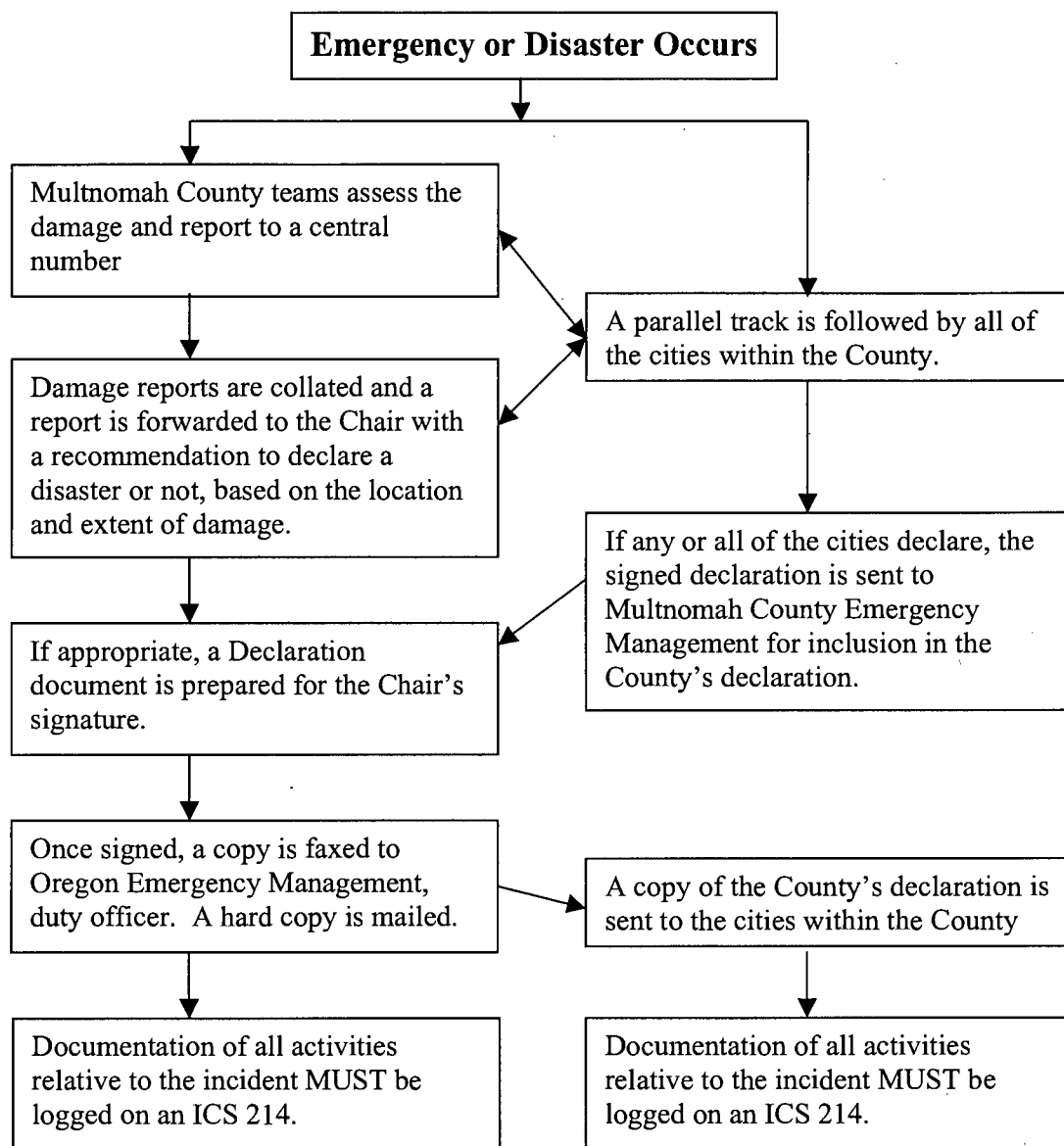
It is the responsibility of the local governing body (i.e., County) to assess the threat and determine what local resources can be applied to respond to and alleviate the effects of the emergency. When it has been determined that local resources are insufficient, local government can declare an emergency as authorized by law (ORS 401), and adopt such a Declaration by Resolution.

Cities must make such requests through the County they reside in. After County resources are exhausted, the County will forward the declaration to the State. (It sounds like a cumbersome process, but it should be pointed out that County Emergency Program Managers are responsible for notifying the State, usually via telephone, e-mail or FAX.)

Oregon Emergency Management has responsibility to advise the Governor's office of the local resolution and request for assistance. They coordinate with the Local and County Emergency Program Managers and response agency managers to assess the situation and assign appropriate State agencies to assist. Oregon Emergency Management also monitors State agency response and briefs the Governor.

[illegible]

EMERGENCY DECLARATION PROCESS



It is anticipated and expected that if the emergency or disaster is obviously wide spread or damage assessment activities indicate this to be the case, the Chair will make a Disaster Declaration without waiting for any of the cities within the County to make contact.

**In the Matter of Requesting the)
Governor of the State of Oregon)
to declare Multnomah County;)
an Emergency Area / a Disaster Area)**

- 6 -

resources of its mutual aid/cooperative assistance agencies in response to the emergency and further response to the emergency is/is not beyond Multnomah County's capability.

IT IS HEREBY RESOLVED that I, Diane M. Linn, Chair of the Multnomah County Board of Commissioners affirm that;

1. A "State of Emergency" exists in Multnomah County, and
2. All appropriate and available resources have been expended and further response is/is not beyond the capability of Multnomah County.

I respectfully request appropriate support from State and/or Federal agencies, as provided in ORS 401.055 and 401.115, for the following forms of assistance. (*State needs/support not agencies.*) _____ further affirm appropriate support from Multnomah agencies for the following forms of assistance. (Optional paragraph)

BE IT FURTHER RESOLVED, that I, Diane M. Linn, respectfully request the Governor of the State of Oregon declares/does not declare Multnomah County a "State of Emergency" as provided in ORS 401.055.

DATED THIS _____ day of _____, 200_

MULTNOMAH COUNTY, OREGON

by _____
Diane M. Linn, County Chair

REVIEWED:

By _____
Thomas Sponsler, County Attorney
for Multnomah County, Oregon

DOCUMENT #2

SAMPLE

**BEFORE THE CITY COUNCIL
FOR THE CITY OF PORTLAND, OREGON**

In the Matter or Requesting the)
County to Request the Governor) Resolution _____
Declare the City of Portland an)
Emergency Disaster Area)

WHEREAS, _____
(incident)
has affected the City of Portland, specifically:

(specify N, E, W, S boundaries of impacted area or entire City limits)

WHEREAS, this emergency/disaster was caused by _____

(describe cause of incident more specifically)

WHEREAS, the following conditions, _____

_____, now
exist in the impacted area.

WHEREAS, the Portland City Codes 14.24.070 and 15.04.020, serve as a basis for
an emergency declaration and emergency control in the public's interest.

WHEREAS, I Vera Katz, Mayor of Portland, declared the area described in the
first paragraph above, to be in a "State of Emergency" on _____ day of _____,
200_ at _____ o'clock am/pm.

SAMPLE

WHEREAS, Portland has expended all its own resources and resources of its mutual
aid/cooperative assistance agencies in response to the emergency and further response to
the emergency is beyond Portland's capability.

WHEREAS, _____ (number) residents of the City of Portland are at risk of

_____ because of this emergency. Initial estimates of costs and losses total \$ _____ as summarized on the attached Initial Damage Assessment Report Form. (This paragraph is optional depending upon needs and type of emergency.)

IT IS HEREBY RESOLVED that I, Vera Katz, as Mayor of the City of Portland, request Multnomah County to:

1. Affirm that a "State of Emergency" exists in the City of Portland, and
2. All appropriate and available resources have been expended and further response is beyond the capability of Portland and Multnomah County.

I further request through Multnomah County appropriate support from State and/or Federal agencies, as provided in ORS 401.055 and 401.115, for the following forms of assistance. (State needs/support not agencies.)

BE IT FURTHER RESOLVED, that I, Vera Katz, request Multnomah county to respectfully request the Governor of the State of Oregon to declare the area as stated above in a "State of Emergency" as provided in ORS 401.055.

DATED THIS _____ day of _____, 200_

CITY OF PORTLAND, OREGON

by _____
Vera Katz, Mayor

APPROVED AS TO FORM:

Jeffrey Rogers, City Attorney
for Portland, Oregon
DOCUMENT #3

Oregon Emergency Management

INITIAL DAMAGE ASSESSMENT (IDA) REPORT FORM

JURISDICTION: _____ DATE: _____
NAME: _____ TIME: _____
TITLE: _____ OEM INCIDENT #: _____

TYPE OF EMERGENCY: _____

DATE / TIME OF OCCURRENCE: _____

DEATHS: _____ INJURIES: _____ POPULATION STILL AT RISK?: _____

GEOGRAPHIC BOUNDARIES: _____

(attach map if possible) _____

CURRENT SITUATION AND EXISTING CONDITIONS: _____

ACTIONS TAKEN / RESOURCES COMMITTED: _____

ECC ACTIVATED? _____ DATE: _____ TIME: _____

LOCAL EMERGENCY DECLARED?: _____ DATE?: _____ TIME: _____

ASSISTANCE REQUESTED: _____

HOUSING LOSS ESTIMATE	#:	\$\$s:	COMMENTS
-----------------------	----	--------	----------

Minor damage:	_____	_____	_____
---------------	-------	-------	-------

Major damage:	_____	_____	_____
---------------	-------	-------	-------

Destroyed:	_____	_____	_____
------------	-------	-------	-------

Total dollar loss estimate: \$ _____

BUSINESS LOSS ESTIMATE	#:	\$\$s:	COMMENTS
------------------------	----	--------	----------

Minor damage: (>25% of Value)	_____	_____	_____
-------------------------------	-------	-------	-------

Major damage: (<25% >75%)	_____	_____	_____
---------------------------	-------	-------	-------

Destroyed: (<75%)	_____	_____	_____
-------------------	-------	-------	-------

Business interrupted:	_____	_____	_____
-----------------------	-------	-------	-------

Total dollar loss estimate: _____

AGRICULTURE LOSS ESTIMATE	#:	\$\$s:	COMMENTS
Farm homes damaged:	_____	_____	_____
Crop loss (acres/\$\$s):	_____	_____	_____
Equipment lost/damaged:	_____	_____	_____
Livestock lost:	_____	_____	_____
Out-buildings damaged:	_____	_____	_____
<u>Total dollar loss estimate:</u>		\$ _____	

[OEM IDA Report Form page 2/3]

LOCAL GOV. COSTS & LOSS	#:	\$\$s:	COMMENTS
Debris clearance:	_____	_____	_____
Protective measures:	_____	_____	_____
Road and bridge damage:			
(FAP/FAS)	_____	_____	_____
(non FAP/FAS)	_____	_____	_____
Water control facilities:	_____	_____	_____
Public buildings / equip:	_____	_____	_____
Public utility systems:	_____	_____	_____

Parks and other: _____

Total dollar loss estimate:

\$ _____

ESTIMATED TOTAL DOLLAR COST TO THE JURISDICTION: _____

FURTHER COMMENTS ABOUT THE IMPACTS OF THE DISASTER: _____

TRANSMIT TO: Oregon Emergency Management
595 Cottage Street NE
Salem, Oregon 97310

FAX NO: 503-588-1378 / PHONE: 503-378-6377 (24 hours)(Oregon
Emergency Response)

[Please notify OEM via telephone or two-way radio prior to sending this
form.]

APPENDICES

A. ICS Forms List

Notes _____

Lined area for notes, consisting of multiple horizontal lines.

Multnomah County Emergency Operations Plan

Appendix A

ICS FORMS

List of Report Forms:

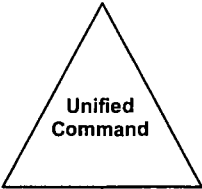
ICS 201-	Incident Briefing and Resource Summary
ICS 202-	Incident Objectives
ICS 203-	Organization Assignment List
ICS 204-	Division Assignment list
ICS 205-	Radio Communications Plan
ICS 206-	Medical Plan
ICS 209-	Incident Status Summary
ICS 211-	Check in List
ICS 213-	General Message
ICS 214-	Unit Log
ICS 219-	"T" Cards
ICS 221-	Demobilization Checkout
	Incident Map
	Traffic Plan

[illegible]

[illegible]

1. Incident Name	2. Prepared By (name) Date: _____ Time: _____	INCIDENT BRIEFING ICS 201-OS (pg 3 of 4)
-------------------------	---	---

6. Current Organization



**Unified
Command**

FOSC _____

SOSC _____

RPIC(s) _____

— Safety Officer _____

— Liaison Officer _____

— Information Officer _____

Operations Section

Planning Section

Logistics Section

Finance/Admin. Section

Div./Group _____

Div./Group _____

Div./Group _____

Div./Group _____

Div./Group _____

INCIDENT BRIEFING

March, 2000

ICS 201-OS (pg 3 of 4)

INCIDENT OBJECTIVES	1. Incident Name	2. Date	3. Time
4. Operational Period			
5. General Control Objectives for the Incident (include alternatives)			
6. Weather Forecast for Period			
7. General Safety Message			
8. Attachments (mark if attached)			
<input type="checkbox"/> Organization List - ICS 203 <input type="checkbox"/> Div. Assignment Lists - ICS 204 <input type="checkbox"/> Communications Plan - ICS 205	<input type="checkbox"/> Medical Plan - ICS 206 <input type="checkbox"/> Incident Map <input type="checkbox"/> Traffic Plan	<input type="checkbox"/> (Other) <input type="checkbox"/> <input type="checkbox"/>	
9. Prepared by (Planning Section Chief)		10. Approved by (Incident Commander)	

INCIDENT RADIO COMMUNICATIONS PLAN		1. Incident Name		2. Date/Time Prepared		3. Operational Period Date/Time	
4. Basic Radio Channel Utilization							
Radio Type/Cache	Channel	Function	Frequency/Tone	Assignment	Remarks		
King NIFC							
King NIFC							
King NIFC							
King NIFC							
King NIFC							
King NIFC							
King NIFC							
King NIFC							
5. Prepared by (Communications Unit)							

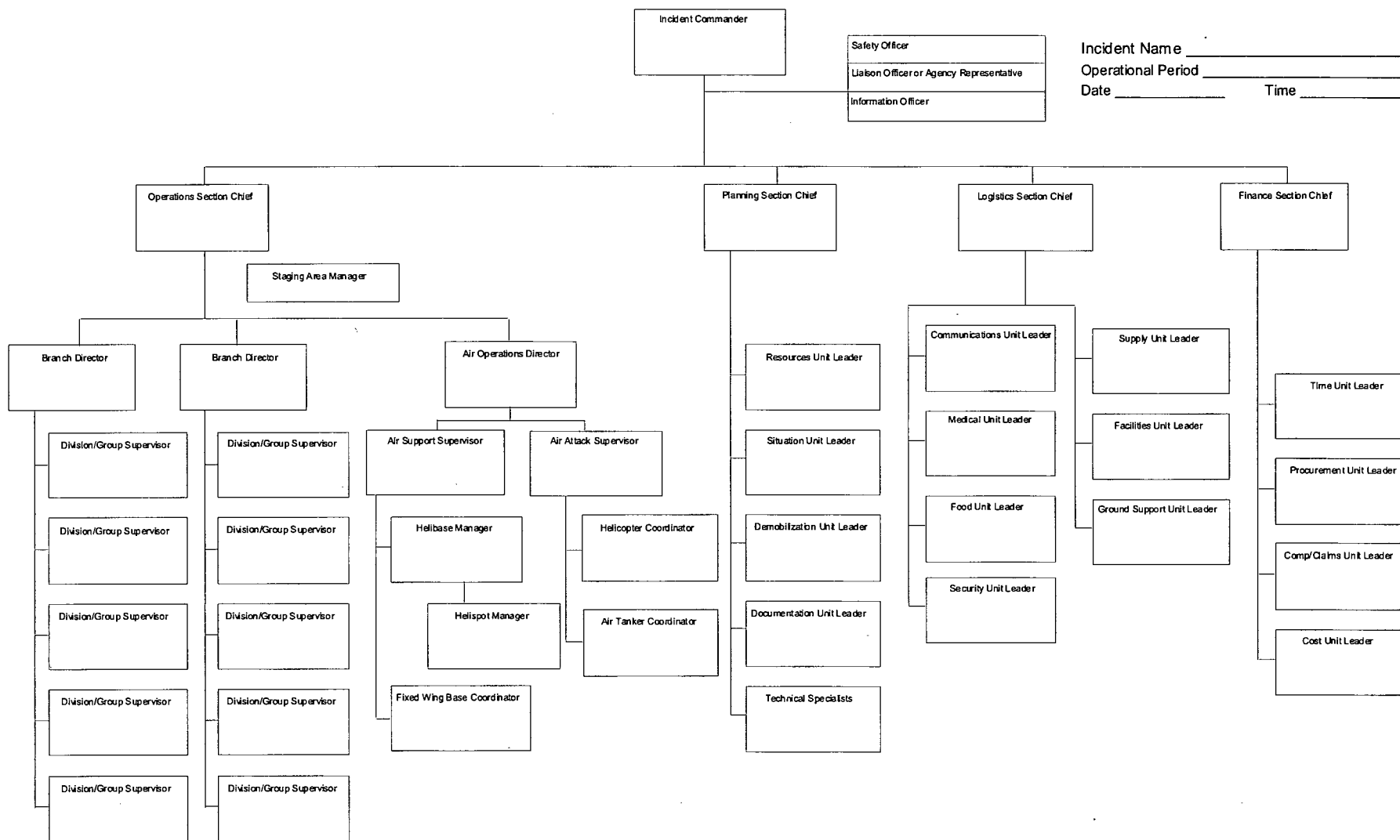
DIVISION ASSIGNMENT LIST			1. Branch		2. Division/Group		
3. Incident Name			4. Operational Period				
			Date:		Time:		
5. Operations Personnel							
Operations Chief				Division/Group Supervisor			
Branch Director				Air Attack Supervisor No.			
6. Resources Assigned this Period							
Strike Team/Task Force/ Resource Designator		Leader		Number Persons	Trans. Needed	Drop Off PT./Time	Pick Up PT./Time
7. Control Operations							
8. Special Instructions							
9. Division/Group Communication Summary							
Function	Frequency	System	Channel	Function	Frequency	System	Channel
Command		King NIFC		Logistics		King NIFC	
Tactical Div/Group		King NIFC		Air to Ground		King NIFC	
Prepared by (Resource Unit Ldr.)		Approved by (Planning Sect. Ch.)			Date		Time

1. Incident Name	2. Operational Period (Date / Time) From:	ORGANIZATION ASSIGNMENT LIST ICS 203-OS														
3. Incident Commander and Staff <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">Primary</td> <td style="width: 50%; text-align: center;">Deputy</td> </tr> <tr> <td>Federal:</td> <td></td> </tr> <tr> <td>State:</td> <td></td> </tr> <tr> <td>RP(s):</td> <td></td> </tr> <tr> <td>Safety Officer:</td> <td></td> </tr> <tr> <td>Information Officer:</td> <td></td> </tr> <tr> <td>Liaison Officer:</td> <td></td> </tr> </table>		Primary	Deputy	Federal:		State:		RP(s):		Safety Officer:		Information Officer:		Liaison Officer:		7. OPERATION SECTION Chief <input style="width: 150px;" type="text"/> Deputy <input style="width: 150px;" type="text"/> a. Branch I - Division/Groups Branch Director <input style="width: 150px;" type="text"/> Deputy <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> b. Branch II - Division/Groups Branch Director <input style="width: 150px;" type="text"/> Deputy <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> c. Branch III - Division/Groups Branch Director <input style="width: 150px;" type="text"/> Deputy <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> Division / Group <input style="width: 150px;" type="text"/> d. Air Operations Branch Air Operations Br. Dir <input style="width: 150px;" type="text"/> Air Tactical Supervisor <input style="width: 150px;" type="text"/> Air Support Supervisor <input style="width: 150px;" type="text"/> Helicopter Coordinator <input style="width: 150px;" type="text"/> Fixed Wing Coordinator <input style="width: 150px;" type="text"/>
Primary	Deputy															
Federal:																
State:																
RP(s):																
Safety Officer:																
Information Officer:																
Liaison Officer:																
4. Agency Representatives <table style="width: 100%;"> <tr> <th style="width: 15%;">Agency</th> <th style="width: 85%;">Name</th> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>		Agency	Name													8. FINANCE / ADMINISTRATION SECTION Chief <input style="width: 150px;" type="text"/> Deputy <input style="width: 150px;" type="text"/> Time Unit <input style="width: 150px;" type="text"/> Procurement Unit <input style="width: 150px;" type="text"/> Compensation/Claims Unit <input style="width: 150px;" type="text"/> Cost Unit <input style="width: 150px;" type="text"/>
Agency	Name															
5. PLANNING SECTION Chief <input style="width: 150px;" type="text"/> Deputy <input style="width: 150px;" type="text"/> Resources Unit <input style="width: 150px;" type="text"/> Situation Unit <input style="width: 150px;" type="text"/> Environmental Unit <input style="width: 150px;" type="text"/> Documentation Unit <input style="width: 150px;" type="text"/> Demobilization Unit <input style="width: 150px;" type="text"/> Technical Specialists <input style="width: 150px;" type="text"/> <input style="width: 150px;" type="text"/> <input style="width: 150px;" type="text"/> <input style="width: 150px;" type="text"/> <input style="width: 150px;" type="text"/>		6. LOGISTICS SECTION Chief <input style="width: 150px;" type="text"/> Deputy <input style="width: 150px;" type="text"/> a. Support Branch Director <input style="width: 150px;" type="text"/> Supply Unit <input style="width: 150px;" type="text"/> Facilities Unit <input style="width: 150px;" type="text"/> Transportation Unit <input style="width: 150px;" type="text"/> Vessel Support Unit <input style="width: 150px;" type="text"/> Ground Support Unit <input style="width: 150px;" type="text"/> b. Service Branch Director <input style="width: 150px;" type="text"/> Communications Unit <input style="width: 150px;" type="text"/> Medical Unit <input style="width: 150px;" type="text"/> Food Unit <input style="width: 150px;" type="text"/>														
9. Prepared By: (Resources Unit)		Date / Time														
ORGANIZATION ASSIGNMENT LIST																

June 2000

ICS 203-OS

MEDICAL PLAN	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period				
5. Incident Medical Aid Station								
Medical Aid Stations	Location	Paramedics						
		Yes	No					
6. Transportation								
A. Ambulance Services								
Name	Address	Phone	Paramedics					
			Yes	No				
B. Incident Ambulances								
Name	Location	Paramedics						
		Yes	No					
7. Hospitals								
Name	Address	Travel Time		Phone	Helipad		Burn Center	
		Air	Grnd		Yes	No	Yes	No
8. Medical Emergency Procedures								
9. Prepared by (Medical Unit Leader)					10. Reviewed by (Safety Officer)			



GENERAL MESSAGE		
TO:		POSITION:
FROM:		POSITION:
SUBJECT:	DATE:	TIME:
MESSAGE:		
SIGNATURE:		POSITION:
REPLY:		
DATE:	TIME:	SIGNATURE/POSITION:

Page 2 of					17. Prepared by (Name and Position) <i>Use back for remarks or comments</i>												

INCIDENT STATUS SUMMARY

FS-5100-11

1. Date/Time		2. Initial <input type="checkbox"/> Update <input type="checkbox"/> Final <input type="checkbox"/>		3. Incident Name		4. Incident Number																	
5. Incident Commander		6. Jurisdiction		7. County		8. Type Incident		9. Location		10. Started Date/Time													
11. Cause		12. Area Involved		13. % Controlled		14. Exptd Containment Date/Time		15. Exptd Contained Date/Time		16. Dec. Contain'd Date/Time													
17. Current Threat				18. Control Problems																			
19. Est. Loss		20. Ext Savings		21. Injuries		Deaths		22. Line Built		23. Line to Build													
24. Current Weather WS Temp WO RH		25. Predicted Weather WS Temp WO RH		26. Cost to Date		27. Est. Total Cost																	
28. Agencies																							
29. Resources																						TOTALS	
Kind of Resource		SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST
ENGINES																							
DOZERS																							
CREWS Number of Crews:																							
Number of Crew Personnel:																							
HELICOPTERS																							
AIRTANKERS																							
TRUCK COS.																							
RESCUE/MED.																							
WATER TENDERS																							
OVERHEAD PERSONNL																							
TOTAL PERSONNEL																							
30. Cooperating Agencies																							
31. Remarks																							
32. Prepared by						33. Approved by						34. Sent to Date Time By											

DEMOBILIZATION CHECKOUT		
1. Incident Name/Number	2. Date/Time	3. Demob. No.
4. Unit/Personnel Released		
5. Transportation Type/No.		
6. Actual Release Date/Time	7. Manifest? <input type="checkbox"/> Yes <input type="checkbox"/> No Number	
8. Destination	9. Notified: <input type="checkbox"/> Agency <input type="checkbox"/> Region <input type="checkbox"/> Area <input type="checkbox"/> Dispatch <div style="text-align: center; margin-top: 5px;">Name: _____</div> <div style="text-align: center; margin-top: 5px;">Date: _____</div>	
10. Unit Leader Responsible for Collecting Performance Rating		
11. Unit/Personnel		
You and your resources have been released subject to sign off from the following: <i>Demob. Unit Leader check the appropriate box</i>		
Logistics Section		
<input type="checkbox"/> Supply Unit _____		
<input type="checkbox"/> Communications Unit _____		
<input type="checkbox"/> Facilities Unit _____		
<input type="checkbox"/> Ground Support Unit Leader _____		
Planning Section		
<input type="checkbox"/> Documentation Unit _____		
Finance Section		
<input type="checkbox"/> Time Unit _____		
Other		
<input type="checkbox"/> _____		
<input type="checkbox"/> _____		
12. Remarks		
13. Prepared by (include Date and Time)		

[illegible]

**MULTNOMAH COUNTY
EMERGENCY OPERATION PLAN**

SECTION III

EMERGENCY SUPPORT FUNCTIONS

<u>PART:</u>	<u>PAGE:</u>
1 INTRODUCTION.....	02
2 POLICIES.....	03
3 SITUATION.....	03
4 CONCEPT OF OPERATIONS.....	03
5 RESPONSIBILITIES.....	04
6 EMERGENCY SUPPORT FUNCTIONS (ESF).....	07

MULTNOMAH COUNTY EMERGENCY OPERATION PLAN

1 **INTRODUCTION**

A PURPOSE

- 1 Establish fundamental responsibilities and procedures that enable close city/county/state/federal cooperation necessary to support the emergency management efforts of the county during disaster operations.
- 2 Identify lines of cooperation and communication between county agencies and their corresponding city, state and federal response agencies as outlined in the Federal Response Plan.
- 3 Establish a concept of operations that provide a county level interagency coordination mechanism to facilitate the delivery of county and/or state and federal response assistance.

B SCOPE

- 1 This section applies to all county government agencies. It describes actions by the County that are necessary in the provision of immediate assistance to the affected citizens of Multnomah County in times of disaster or emergency.
- 2 The emergency management organization outlined under the Emergency Support Function (ESF) concept is intended to:
 - A Interface directly with state government agencies when the state resources have been implemented.
 - B Describe the efforts of county agencies in coordinating their response to a disaster.
 - C Coordinate city, state, and federal support to the county's efforts to save lives, protect public health and safety, minimize losses to critical public facilities, public and private property, and the environment.

2 POLICIES

- A Multnomah County Office of Emergency Management, in accordance with ORS 401, is responsible for establishing the mechanism for implementing and maintaining the County Emergency Management system in a comprehensive and coordinated manner.
- B Each ESF operates within the structure of the Multnomah County Emergency Operations Center (EOC), which is operated and managed by Multnomah County Office of Emergency Management on behalf of the County Chair and county agencies.
- C County agencies will have an ESF representative in the EOC during an EOC activation.
- D Any County agency may operate from another location provided they have immediate, reliable communications with their ESF representative in the EOC.

3 SITUATION

This section is implemented at the direction of the Director of Multnomah County Office of Emergency Management. The Director of the Office of Emergency Management is the County Chair's Authorized Representative for the planning and preparing for, mitigating against, responding to, and recovering from major emergencies and/or disasters that affect Multnomah County.

4 CONCEPT OF OPERATIONS

A GENERAL

- 1 When implemented, ESF primary agencies proactively identify county resources that the affected incident is likely to request. Each agency's ESF representative shall be aware of the resources at their disposal.
- 2 Local jurisdictions within Multnomah County are responsible for requesting the assistance they require. Such requests for County assistance should originate from the local government's EOC or equivalent, and be coordinated by the local Emergency Managers and chief executive officers. Multnomah County Office of Emergency Management will

initiate all such requests for the unincorporated areas in Multnomah County.

B ORGANIZATION

- 1 County agency activities in this plan are organized as "Emergency Support Functions" (ESF) to coincide with the SSF (State Support Functions) of the State Response Plan, and the ESF in the Federal Response Plan.
- 2 There are 18 ESF's. They are Transportation, Communications, Public Works and Engineering, Fire Fighting, Information and Planning, Mass Care, Resource Management & Support, Health and Medical Services, Search and Rescue, Hazardous Materials, Food, Energy, Public Safety, Damage Assessment, Evacuation, Ordinance and Policy, Public Relations and Animal Control.
- 3 The ESF's may work directly with their counterpart State Support Functions - SSFs - when the State Response Plan is executed.

5 RESPONSIBILITIES

- A Primary Agency: This is the lead county agency for this function, and has overall responsibility to coordinate activities of the ESF. The ESF Primary Agency, acting in concert with its Support and Adjunct Agencies and The Chair's authorized representative in the EOC, is responsible for managing the activities of the ESF and ensuring that all missions are properly assigned and executed.
- B Support Agencies: Contribute to the overall accomplishment of the missions of the ESF. Not every Support Agency will have input to, or responsibilities for, the accomplishment of every mission assigned to the ESF.
- C Adjunct Agencies: Organizations that may not be part of County Government but have direct interest in effective emergency management. Adjunct Agencies may contribute expertise and assets to the emergency response and recovery.

EMERGENCY SUPPORT FUCTIONS (ESF'S) MATRIX

P=PRIMARY AGENCY:

Responsible for Management of the ESF; Devise, coordinate, and implement disaster recovery plans for the ESF.

S=SUPPORT AGENCY:

Responsible to provide expertise, experience, and assts to the ESF as needed or requested by the Primary Agency.

A=ADJUNCT AGENCY:

Organizations not part of County Government but with direct interest in effective emergency management.

1=TRANSPORTATION

2=COMMUNICATION

3=PUBLIC WORKS & ENGR

4=FIRE FIGHTING

5=INTELLIGENCE & PLAN

6=MASS CARE

7=SERVICE & SUPPORT

8=HEALTH & MEDICAL SVC

9=SEARCH & RESCUE

10=HAZMAT

11=FOOD

12=ENERGY

13=PUBLIC SAFETY

14=DAMAGE ASSESSMENT

15=EVACUATION

16=ORDINANCE & POLICY

17=PUBLIC RELATIONS

18=ANIMAL CONTROL

FRP & SSF	1	2	3	4	5	6	7	8	9	10	11	12	13					
ESFCounty	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Offc.of County Chair OCC															s	P	s	
Brd of Commissioners BOCC															s	s	s	
Auditor's Office AO							s							s				
County Attorney's Offc. CAO							s						s		s	s	s	
District Attorneys Offc. DA								s					s			s	s	
Public Affairs Office PAO					s								s		s	s	P	
Mult. Co. Sheriff Ofc MCSO	s	s		s	s		s		P	s			P	s	s	s	s	s
Dept Bus & Comm. Svc BCS	s	s	s		s		P	s				s		s			s	
Animal Control AC													s	s	s			P
Emergency Mngmnt MCEM		P		s	P				s	s			s	s	P			s
Facilities & Prop Mgmnt FPM		s	s			s	s				s	P		P	s		s	
Info & Tech Org ITO	s		s	s	s		s	s	s	s			s	s	s		s	s
Finance FIN	s		s				s				s	s						
Assessmnt & Taxation A&T							s							s	s			
Land Use Planning LUP	s		s	s	s		s							s	s			
Transportation TRAN	P	s	P	s	s		s		s	s		s	s	s	s		s	s
FREDS FREDS	s	s	s	s			s					s						s
Dept of Comm Justice DCJ													s	s	s		s	
Dept of Libraries DOL					s	s	s										s	
Dept of Human Svc DHS						s	s	s			s		s	s	s			
Dept of Health DOH		s			s	P	s	P		s	P							s
Offc of School & Comm. OSC						s	s	s			s			s	s			
Corbett& SI RFPD RFPD				P				s	s	s				s	s			s
Regional HAZMAT 3 HM3				s						P								
American Red Cross ARC		a				a	a	a			a	a						
ARES/RACES ARES/RACES		a												a	a			
Civil Air Patrol CAP	a	a	a				a		a	a				a	a			a
US Coast Guard USCG	a	a		a	a				a	a			a		a		a	
US Army Corp of Eng USACE	a	a	a	a	a						a	a		a	a		a	
OR Volunteer Grp ORVOAD						a	a	a			a	a						a
National Weather Svc NWS	a			a	a				a	a								a

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6 EMERGENCY SUPPORT FUNCTIONS (ESF)

A ESF-1 TRANSPORTATION

- 1 Primary Agency: TRANS
- 2 Support Agency: BCS, FIN, A&T, LUP, FREDs,
 MCSO
- 3 Adjunct Agency: CAP, USCG, USACE
- 4 PURPOSE:

Coordinates the maintenance and provision of transportation and transportation assets during a disaster or emergency. This includes transportation of people, equipment and supplies into and out of the disaster area. This ESF oversees the status to transportation networks, specifically road and bridges.

5 SCOPE

In conjunction with ESF-7, provides coordination of county and civil transportation maintenance, repair, and technical assistance to applicable governmental agencies, and authorized voluntary agencies requiring transportation.

- a Provides or coordinates the provision of transportation support to county agencies and volunteer agencies requiring assistance in performance of their disaster response and recovery missions.
- b Coordinate the flow of land, air and marine traffic in and to the disaster area for the effective movement of relief supplies, personnel and equipment.
- c Liaison with commercial transportation providers concerning significant interruptions of service.

B ESF-2 COMMUNICATIONS:

- 1 Primary Agency: MCEM
- 2 Support Agency: MCSO, BCS, FPM, TRAN, FREDS, DOH
- 3 Adjunct Agency: CAP, ARES/RACES, ARC, USACE, USCG
- 4 PURPOSE:

Coordinates the establishment and maintenance of an effective communications system for use in disaster operations. The objective is to maintain a reliable communications capability that permits key officials to convey alert and notification instructions coordinate county support, and to communicate with local, state, and federal governments in disaster operations.

5 SCOPE:

- a Coordinates planning, implementation, and operation of communications supporting disaster operations. This includes the adoption of established county government-furnished and commercially leased communication systems used in normal as well as disaster operations. It also included certain officially recognized, volunteer organization and non-governmental communication networks.
- b Tracks the overall status of the county's communications infrastructure during a disaster. Infrastructure includes telecommunications, data transmissions, EAS broadcasting stations and public safety communication networks.
- c Coordinates the provision of temporary communications capability to the County.

C ESF-3 PUBLIC WORKS AND ENGINEERING

1 Primary Agency: TRANS

2 Support Agency: BCS, ITO, FIN, LUP, FPM, FREDS

3 Adjunct Agency: CAP, USACE

4 PURPOSE:

Provide public works, and engineering assistance to disaster or emergency areas in Multnomah County.

5 SCOPE:

Provides technical advice and evaluations, engineering services, construction management and inspection, provision of potable water and provision of emergency power. Other support includes response and recovery actions related to clearance of debris, restoration of critical public services and facilities, demolition or stabilization of damaged structures, technical advice and assistance, and damage assessment.

D ESF-4 FIREFIGHTING

- 1 Primary Agency: RFPD
- 2 Support Agency: MCSO, MCEM, ITO, FIN, LUP,
TRAN, FREDs, HM3
- 3 Adjunct Agency: USCG, USACE, NWS
- 4 PURPOSE:

Detect and suppress wildland, rural, and urban fires resulting from, or occurring coincidentally with, a disaster or emergency.

- 5 SCOPE:
- Coordinates support of fire fighting activities, including detection of fires and providing personnel, equipment, and supplies in support of all agencies involved in rural, urban, and wildland fire fighting operations.

E ESF-5 INFORMATION AND PLANNING

1 Primary Agency: MCEM

2 Support Agency: PAO, MCSO, BCS, FPM, DOH
ITO, LUP, TRAN, DOL,

3 Adjunct Agency: NWS, USCG, USACE, AREA/RACES

4 PRUPOSE:

Collect, analyze, and disseminate critical information from county and state agencies, commercial and private organization to facilitate overall mitigation, response and recovery actions associated with disaster and emergency operations in the county.

5 SCOPE:

Coordinates the information and planning functions of the EOC when activated. This ESF is the information and reporting function of the EOC and provides a macro-view of the disaster or emergency situation through the situation status report and incident briefings. The EOC processes and share that information for displaying, planning, briefing and providing technical assistance to the responding agencies.

F ESF-6 MASS CARE

- 1 Primary Agency: DOH
- 2 Support Agency: FPM, DHS, DOL, OSC
- 3 Adjunct Agency: ARC, ORVOAD
- 4 PURPOSE:

Coordinates and monitors the efforts of volunteer humanitarian organizations and county and local jurisdictions to provide shelter, feeding and immediate first aid to disaster victims. ESF-6 also coordinates county assistance for bulk distribution of emergency relief supplies to disaster victims.

- 5 SCOPE:
 - A Monitors initial and continuing response activities that focus on meeting the urgent needs of disaster victims on a mass care basis.
 - B Provides emergency shelter for disaster victims including the use of pre-identified shelter sites in existing structures and creation of temporary facilities as needed.
 - C Feeds disaster victims and emergency workers through a combination of fixed sited, mobile feeding units, and bulk food distribution.
 - D Provides emergency first aid services to disaster victims and workers at mass care facilities and at designated sites within the disaster area. This emergency first aid service is supplemental to emergency health and medical services established to meet the needs of disaster victims.
 - E Collects and distributes Disaster Welfare Information (DWI) on individuals within the disaster area and provides this information to immediate family members as appropriate. The DWI effort is spearheaded by non-governmental mass care agencies, but may be supported by County agencies.

- F Conduct bulk distribution of emergency relief items:
Sites are established in the disaster area for distribution of emergency relief item. Distribution priorities for disaster relief items are prioritized by the ESF.
- G Management and Distribution of Donated Goods:
Items donated by individuals or private or public groups are inventoried, managed, and distributed in a manner to provide the appropriate goods to the appropriate disaster victims.

G ESF-7 RESOURCE MANAGEMENT & SUPPORT

- 1 Primary Agency: BCS
- 2 Support Agencies: AO, CAO, MCSO, FPM, ITO,
FIN, A&T, LUP, TRAN, FREDs,
DOL, DHS, DOH
- 3 Adjunct Agencies: CAP, USACE, ARC, ORVOAD,
ARES/RACES
- 4 PURPOSE:
 - A Coordinates and/or provides necessary resources to support county agencies and local jurisdictions during an emergency or disaster.
 - B Tracks the overall costs of the county response to the disaster.
- 5 SCOPE
 - A Manages the provision of county resources during a disaster. This includes emergency relief supplies and equipment, telecommunications, personnel, contracting services and transportation services required for immediate disaster response activities. It also provides logistic and resources support for requirements not specifically identified in other ESF's.
 - B When activated ESF-7 assembles and maintains a catalog of resources available to the county to combat the effects of the disaster or emergency.
 - C Monitors the financial costs of providing resources to a disaster including the costs of providing county agency support, purchasing or contracting goods and services, transportation, and above normal staffing.

H ESF-8 HEALTH AND MEDICAL SERVICE

- 1 Primary Agency: DOH
- 2 Support Agency: DHS, RFPD, DA, ITO, OSC, RFPD
- 3 Adjunct Agency: ARC, ORVOAD

4 PURPOSE:

Coordinates county assistance provided to public health and medical care needed following a disaster.

5 SCOPE:

- A Assessment of Health/Medical needs; Health surveillance; medical care personnel; Health/Medical equipment and supplies; patient evacuation; hospital care; food/drug/medical safety; radiological/biological hazards; public health information; potable water quality.
- B Coordinates mental health care through the mental health division; victim identification/mortuary services through the County Medical Examiner.

I ESF-9 SEARCH AND RESCUE

1 Primary Agency: MCSO

2 Support Agency: MCEM, LUP, TRAN, RFPD

3 Adjunct Agency: CAP, USCG, NWS

4 PURPOSE:

Coordinate the provision of county and outside agency resources for disaster related Search and Rescue

5 SCOPE:

A This ESF encompasses air, water, wildland, and disaster Search and Rescue operations within Multnomah County, and assigns county agency support for FEMA's Urban Search and Rescue (USAR) program.

B Missing aircraft related SAR missions are addressed by a document entitled "Agreement between The State of Oregon and The Executive Agent for Inland SAR" maintained by Oregon Emergency Management.

J ESF-10 HAZARDOUS MATERIALS

- 1 Primary Agency: HM3
- 2 Support Agency: MCSO, MCEM, LUP, TRAN, DOH, ITO
RFPD
- 3 Adjunct Agency: CAP, USCG, NWS
- 4 PURPOSE:
- A ESF-10 coordinates county support to local jurisdictions in response to an actual or potential discharge and/or release of hazardous materials following disaster.
- B Non-disaster hazardous materials response activities are addressed in the "Northwest Area Contingency Plan".
- 5 SCOPE:
- Coordinates response to actual or potential discharges and/or releases of hazardous materials caused by a disaster.

K ESF-11 FOOD

- 1 Primary Agency: DOH
- 2 Support Agency: FPM, FIN, DHS, OSC,
- 3 Adjunct Agency: ARC, USACE, ORVOAD

4 PURPOSE:

Identifies, secures, and arranges for food assistance to affected areas following a major disaster or emergency or other event.

5 SCOPE:

Identify food assistance needs of the affected population in the aftermath of a major disaster or emergency, including obtaining appropriate food supplies and arranging for transportation of those food supplies to designated staging areas within the disaster area and the appropriate use of emergency food stamps.

L ESF-12 ENERGY

1 Primary Agency: FPM

2 Support Agency: BCS, FIN, TRAN, FREDs

3 Adjunct Agency: ARC, USACE, ORVOAD

4 PURPOSE:

A Facilitate restoration of the County's energy system following a catastrophic emergency or disaster.

B Manage county response to emergencies involving the shortage or disruption of petroleum products.

5 SCOPE

Gathers, assesses, and shares information on energy system outages within affected areas. Works closely with and aids in meeting requests for assistance from local energy officials, energy suppliers and deliverers. Within ESF-12, energy includes producing, refining, transporting, generating, transmitting, conserving, building, and maintaining of energy systems and system components.

M ESF-13 PUBLIC SAFETY

- 1 Primary Agency: MCSO
- 2 Support Agency: CAO, DA, PAO, AC, MCEM, ITO, TRAN
DCJ, DHS
- 4 Adjunct Agency: USCG

5 PURPOSE:

Coordinates countywide law enforcement, public safety and consequence management operations during disaster conditions and terrorism/WMD events.

6 SCOPE:

The law enforcement and public safety procedures required to effectively respond to a countywide emergency or disaster which may include assisting with crowd control, civil unrest, evacuations, providing security to evacuated and disaster areas, responding to acts of terrorism, weapons of mass destruction attack, etc.

N ESF-14 DAMAGE ASSESSMENT

- 1 Primary Agency: FPM
- 2 Support Agency: MCSO, BCS, ANC, AO, MCEM, DOL
ITO, A&T, LUP, TRAN, DCJ, RFPD, DOH
- 3 Adjunct Agency: ARC, ARES/RACES, CAP, USACE,
- 4 Purpose:

To ensure public safety, health and welfare during a declared or undeclared emergency by receiving, assessing, and recording damage resulting from a disaster or other major emergency incidents in the County and County serviced areas, in order to facilitate the declaration process, relief, and recovery operations.

- 5 Scope:

In a disaster, or an emergency, it may be necessary if not required to conduct multiple assessments of an area or a structure/dwelling in order to ascertain the extent of damage, the serviceability or functionality of the area, or location in question, and the dollar amount of damage. All of these factors are vitally important to the declaration process, and the recovery/restoration operations.

Damage reports are received from damage inspection teams, emergency service units, County Departments, other government agencies, utility companies, businesses, Neighborhood Emergency Response Teams (NERT), and individuals. Damages are assessed, assimilated, and reported to the Incident Commander and other Emergency Operations Center (EOC) sections.

- A The County Chair or Governor has declared a state of emergency.
- B The Emergency Operations Center (EOC) has been activated.
- C The Planning Section Chief requires an assessment to be completed to facilitate on-going future operations.

- D The Damage Assessment Coordinator (DAC) requests members of Damage Report Operations and Damage Assessment Teams to report for duty.
- E The DAC will brief assembled damage report personnel and assessment team leaders on the situation, assignment, and other operational/situational factors necessary for operation.
- F Damage reporting will be received, assessed, assimilated, and reported to the DAC through the damage report unit.
- G Damage Assessment Team leaders will brief their assessment teams on the situation, assignments, and other operational/situational information necessary to deploy and conduct a RAPID DAMAGE ASSESSMENT of all dwellings, structures, and buildings in a specified area of operation.
- H During the rapid assessment period, the Damage Assessment Teams shall make cursory inspections of buildings to determine the severity and scope of the disaster, and record and report all such information to the DAC as rapidly as possible.
- I The DAC will organize a Detailed Damage Inspection Team and adequate office support following the rapid damage assessment period. The Detailed Damage Inspection Teams will commence a prioritized structure-by-structure inspection of all buildings, dwellings, and structures to determine hazards and damages within the disaster affected area.

O ESF-15 EVACUATION

1 Primary Agency: MCEM

2 Support Agency: OCC, BOCC, PAO, MCSO, FPM, ITO,
LUP, TRAN, DCJ, DCFS, RFPD, CAO
AC, A&T, DCJ, DHS, OSC, RFPD

3 Adjunct Agency: ARES/RACES, CAP, USACE, HM3

4 Purpose:

To provide guidance for county operations to effect an evacuation of citizens of any portion of the county should an emergency threaten or occur.

5 Scope:

The Incident Commander has the authority to direct an evacuation.

When conditions permit, before ordering an evacuation, coordination efforts should be made in order to attempt to:

- A. Identify the potential area at risk and population demographics. Include areas threatened if the incident escalates or conditions change.
- B. Designate the destination area(s) where evacuees will be directed.
- C. Evaluate and coordinate primary and back-up evacuation routes, assess capacities and vulnerability to the hazard. Make sure the route signage is also considered.
- D. Determine critical timelines (when will the hazard impact the area... how long will it take to evacuate the people... etc.).
- E. Assess the risks associated with evacuation against the risks of leaving the threatened population in place.
- F. If applicable, determine shelter availability in the destination area(s).

If the decision is made to evacuate, the public at risk must be alerted and warned. Such an alert or warning should include at a minimum:

- A. Specific information about the risk, and the possible consequence if they choose not to evacuate.
- B. Concise and specific instructions to the public (e.g. anticipate being gone for XXX hours or days; shut off all electrical appliances; take your pets; lock your home; etc.)
- C. Clear directions and procedures for evacuation routes
- D. Information regarding bus or other public transportation for those who may need it.
- E. Implement appropriate policies and guidelines for the disposition of evacuees.

P ESF-16 ORDINANCE & POLICY

1 Primary Agency: OCC

2 Support Agency: BOCC, CAO, PAO, MCSO, DA

3 Adjunct Agency: none

4 Purpose

To provide responders and citizens with political guidance and support throughout the response and recovery phases.

5 Scope

A. To provide emergency declarations, resolutions, and ordinances that helps support, and bolster response and recovery actions.

B. Provide the EOC with political support and guidance.

Q ESF-17 PUBLIC RELATIONS

- 1 Primary Agency: PAO
- 2 Support Agency: OCC, BOCC, CAO, DA, MCSO, BCS,
FPM, ITO, TRAN, DCJ, DOL, MCEM
- 3 Adjunct Agency: USCG, USACE, NWS
- 4 Purpose

To provide the media, and the citizens of Multnomah County, with clear, concise, and credible information, in a timely and controlled manner.

- 5 Scope
- A.) Provide adequate PIO coverage for emergencies, and disaster.
 - B.) Respond accordingly with PIO coverage to incident activation levels.
 - C.) Conduct and maintain JIC operations.
 - D.) Provide incident information to the media and to response agencies.
 - E.) Develop protective action statements, and press releases.
 - F.) Participate in Incident planning meetings.

R ESF-18 ANIMAL CONTROL

- 1 Primary Agency: AC
- 2 Support Agency: MCSO, MCEM, ITO, TRAN, FREDs, DOH,
RFPD
- 3 Adjunct Agency: CAP, ORVOAD, NWS
- 4 Purpose:

The goal of this ESF is to protect domesticated and non-domesticated animals (including pets, livestock and wild animals), the public health, the public food supply, the environment, and to ensure the humane care and treatment of animals in the event of a major disaster or emergency that causes animal suffering.

- 5 Scope:
- A.) Provide animal control service to affected areas.
 - B.) Participate in planning meetings.
 - C.) Perform animal quarantine and control operations.
 - D.) Perform decontamination operations of affected animals.
 - E.) Perform gross inoculation operations of infected animals.
 - F.) Provide information and referral service to the public.
 - G.) Provide animal sheltering services to evacuated citizens.

Notes

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**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

RESOURCE MANAGEMENT

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MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

RESOURCE MANAGEMENT

1 PURPOSE

The purpose of Resource Management is to provide for the effective and efficient use of resources and essential public services necessary for the survival and recovery of the people of Multnomah County.

2 SCOPE

In an emergency, essential resources including such items as food, petroleum products, power, water, industries, shelter, roads, utilities, equipment, and people, requires a realistic and organized management system. This guideline provides the necessary structure to accomplish this.

When resources are seriously limited due to emergency conditions, the Incident Commander shall establish a method by which such resources can be allocated effectively to the population in need. It may be necessary to make difficult choices among competing requests for the same resource. To assure that the status of resource requests and commitments can be maintained throughout the emergency, The Logistics and Planning Section of the Emergency Operation Center staff will expeditiously locate and track resources of the County.

The Multnomah County Emergency Operation Center staff has the authority under emergency conditions to establish priorities for the assignment and use of County resources. The County will commit all its resources, if necessary, to protect lives and property.

3 **CONCEPT OF OPERATION**

Emergency Operation Center staff will:

- 1 Allocate resources according to the following guidelines:
 - a Protection of life.
 - b Protection of public facilities.
 - c Protection of private property.
 - d Protection of the environment
- 2 Distribute resources in a way that provides the most benefit.
- 3 Coordinate citizen appeals for assistance through the Public Information Officer at the Emergency Center. Citizens will be given information about where to make these requests over local media.
- 4 Escalate the activation of other available resources by activating mutual aid agreements with other jurisdictions.
- 5 Should the emergency be of a magnitude that all local resources are committed or expended, request assistance from County, State, and Federal resources.
- 6 Activation of State or Federal resources will be done in a timely manner through a request for declaration of disaster.

PURCHASES:

During an emergency or disaster all purchases will be billed to SAP code **HELPMC**.

FISCAL RESOURCES:

During a major emergency, Multnomah County is likely to find it necessary to redirect County funds to respond effectively to the disaster. Although the authority to adjust department budgets and funding priorities rests with the Board of County Commissioners, emergency procurement authority is delegated to each Department Director.

Tracking the expenditures related to an incident is the responsibility of the Finance Section in the Emergency Operation Center. A cost center has been established. All purchases during an emergency or disaster will be billed to **HELPMC**.

Incident Command will remain at the local government level until the response phase is over unless:

- 1 The incident occurs in areas of federal jurisdiction (a major fire on federal lands is an example), in which case the federal on-scene

- coordinator will assume Command upon arriving on scene.
- 2 If necessary, Oregon statute grants the Governor authority to assume Command of emergency operations.

ASSISTANCE AGREEMENTS:

Many agencies in Multnomah County have agreements, both formal and informal, which help bring additional resources to the scene of an emergency. Some of these agreements are outlined as follows.

- 1 Cities of Portland and Gresham, Port of Portland, Rural Fire Protection Districts 14 & 30.
- 2 Cities of Portland, Gresham, Troutdale, Fairview, Wood Village and Multnomah County -Public Works Cooperative Agreement
- 3 Cities of Portland, Gresham, Troutdale, Fairview and Multnomah County - informal police response coverage.
- 4 Multnomah County and the Multnomah County Amateur Radio Emergency Service - Interagency agreement for amateur radio equipment and operators.
- 5 Multnomah County and City of Gresham - intergovernmental agreement for hazardous materials response.

CONTINGENCY REQUESTS:

State law allows the County to set aside an appropriation for undesignated purposes; a general operating contingency account. State administrative rules limit transfers out of this appropriation to items that could not have been foreseen at the time the budget was adopted either because they were not expected or because the cost of the item was not predictable.

The Board of County Commissioners has further restricted use of the General Fund Contingency Account to:

- 1 One-time only allocations,
- 2 Emergency situations that, if left unattended, will jeopardize the health and safety of the community,
- 3 Unanticipated expenditures that are necessary to keep a previous public commitment or fulfill a legislative mandate or can be proven to result in significant administrative or programmatic efficiencies, or
- 4 Expenditures covered by unanticipated revenues not classified as grants.

Notes

**MULTNOMAH COUNTY
EMERGENCY OPERATION PLAN**

SECTION IV

MULTNOMAH COUNTY EMERGENCY OPERATION PLAN

DEMOBILIZATION

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MULTNOMAH COUNTY EMERGENCY OPERATION PLAN

DEMOBILIZATION

1 PURPOSE

The purpose of this section is to do more than just identify who has responsibility for developing and implementing a demobilization plan. It is also imperative that lessons learned during an incident and identified short-comings are met and dealt with in an after action review (AAR), so that weaknesses can become strengths.

2 SCOPE

Demobilization is a decision that is made by the Incident Commander, Operations and Planning on an operational basis. Demobilization is a process in which resources are released from duty at the incident. It is important not to release resources too early or all at once. Coordination amongst the various Command and General staff is imperative to a successful demobilization plan.

3 CONCEPT OF OPERATION

When emergency or recovery activities are ending, the lead agency will begin releasing personnel and resources. All release of resources and personnel shall be coordinated through the County Office of Emergency Management or the County Emergency Operation Center's Demobilization Unit. All successor responsibilities shall conclude with the termination of response and recovery activities.

Demobilization of resources will occur in accordance with mutual aid agreements, memorandums of understanding (MOU's), and Intergovernmental Agreements (IGA's). If none of these formalized assistance documents are in place, demobilization will occur in accordance with the demobilization plan that has been created by the Incident Commander, and the Command and General Staff.

A critique of all emergencies should be held within two weeks of the termination of the response phase and within 30 days of all recovery activities. All County Departments involved in the response will send appropriate personnel to the critique so future emergency responses may be improved.

Each County Department shall maintain an official log or record of emergency operations for the basis of reports and as an official record of Emergency operations.

The log or record will include all major decisions and activities of personnel directing and coordinating emergency related activities. Records will be turned over to the Office of Emergency Management for archive and storage purposes.

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MULTNOMAH COUNTY EMERGENCY OPERATION PLAN

RECOVERY

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MULTNOMAH COUNTY EMERGENCY OPERATION PLAN

RECOVERY

1 PURPOSE:

This Recovery Operations Section has been developed to identify the organization and procedures the County shall use to access the Federal assistance available to Multnomah County and its citizens following an Emergency or Disaster

2 SCOPE

Environmental, technological, and civil emergencies may be of such magnitude and severity that State and Federal assistance is required. State and Federal support of County emergency and recovery operations requires the full utilization of local government resources and a request for specific assistance supported by adequate documentation. When Federal resources are supplied by authority of a Presidential Declaration of a Major Disaster or Emergency, the state and local governments generally will be responsible for 25% of the total costs of all response and recovery activities.

3 CONCEPT OF OPERATION

It is the policy of Multnomah County to pursue a course of rapid aggressive recovery following an emergency or disaster. This will include making maximum use of all available Federal and State resources to minimize the effects of environmental, technological, civil and political emergencies. Responsibility for coordination of recovery activities with Federal and State agencies has been delegated to the Emergency Operation Centers' Finance Section and Planning Section.

All efforts shall be made to qualify emergency/disaster response costs for state and federal reimbursement under the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act and related rules and regulations. To this end, it is imperative that each Office, Department, and Division keeps accurate records of supplies expended, equipment used and personnel hours involved in each disaster and emergency response. It is also necessary for each Office, Department and Division to

accurately account for and document damage to facilities, assets, equipment and supplies resulting from the incident.

It is the responsibility of the Office of the County Chair to prepare documentation and request the necessary Declarations of Emergency and/or Major Disaster from the Governor and President.

REIMBURSEMENT

Federal administrative rules provide that Federal assistance for emergency work shall be not less than 75% of eligible costs but shall not exceed \$5,000,000 for any given Federally declared emergency without Congressional involvement.

Federal reimbursement for emergency work is not available without first obtaining a Presidential Declaration of a Major Disaster.

To be eligible for reimbursement there must be a Presidential Declaration of a Major Disaster and the emergency work must:

- 1 Eliminate or lessen immediate threats:
 - a To life, public health or safety, or
 - b Of significant additional damage to improved public or private property through measures that are cost effective; and,
- 2 Be required as a result of the major disaster event;
- 3 Be located within a designated disaster area;
- 4 Be the legal responsibility of an eligible applicant;
- 5 Be documented on a Damage Survey Report-Data Sheet; and,
- 6 Be approved by the Regional Director.

In determining whether particular emergency work is eligible for reimbursement, the County may require certification by local, State and/or Federal Officials that a threat exists(ed), including identification and evaluation of the threat and recommendations of the types of emergency work necessary to cope with the threat.

ECONOMIC RECOVERY PLANNING

Economic recovery planning assistance is available following a Presidential Declaration of a Major Disaster, if the governor makes the request within thirty days of the date of the declaration. This program provides for the designation of Recovery Planning Council, the development of a five-year recovery investment plan, and loans for the development or acquisition of land and improvements. This program also includes the acquisition or development of open space or parks.

DISASTER GRANTS AND LOANS

A condition of any disaster grant or loan made under the Stafford Act requires that the recipient agree that any repair or construction shall be in accordance with applicable standards of safety, decency and sanitation, and in conformity with applicable codes, specifications and standards.

In order to qualify for Federal assistance, the work to restore eligible facilities must be made on the basis of the design of such facilities, as they existed immediately prior to the disaster. Reconstruction and restoration is eligible for FEMA assistance if it conforms with the following:

- 1 Generally, disaster assistance will not be made available under the Stafford Act when another Federal agency has specific authority to restore facilities damaged or destroyed by an event, which is declared a major disaster.
- 2 The costs of compliance with Federal, State or local standards applicable to the repair or replacement of damaged buildings which change the pre-disaster construction of the facility are eligible when the standards:
 - a Apply to the type of repair or restoration required;
 - b Are appropriate to the pre-disaster use of the facility;
 - c Are in writing and formally adopted by the applicant prior to project approval or be a legal Federal or State requirement applicable to the type of restoration;
 - d Apply uniformly to all similar types of facilities within the jurisdiction of the owner of the facility; and,
 - e If in effect prior to the time of the disaster event, have been enforced during the time they were in effect.
- 3 In the event that the Regional Director requires cost effective hazard mitigation measures not required by applicable standards, the cost of compliance shall be eligible for FEMA assistance.
- 4 In the event a facility is not repairable as defined in this annex, approved restorative work may include replacement of the facility. However, if the County elects to repair rather than replace the facility, eligible costs shall be limited to the lesser of the costs to repair and the costs of replacement. FEMA may allow an exception for facilities eligible for or listed on the National Register of Historic Properties.
- 5 The Regional Director may approve funding for and require relocation of a destroyed facility when:

- a The facility is and will be subject to repetitive heavy damage;
- b The approval is not barred by other provisions of Title 44 CFR; and,
- c The project, including all costs, is cost effective.

FEMA has the authority to make Community Disaster Loans to any local government that has suffered a substantial loss of tax or other revenues as a result of a major disaster. The amount of the loan is not to exceed 25% of the operating budget of the local government for the fiscal year in which the disaster occurred.

Criteria for determining eligibility include:

- 1 The local government must be within a Presidential-declared major disaster area.
- 2 The loss of tax or other revenue must be attributable to the major disaster event and exceed 5% of the total revenue estimated for the fiscal year in which the disaster occurred or the following fiscal year.
- 3 There must be a demonstrated need for financial assistance in order to perform its governmental functions.
- 4 The jurisdiction must maintain an annual operating budget.
- 5 There must be a responsibility to provide essential local government operated services to the community.

Eligibility for other types of Federal assistance authorized by a Presidential declaration of a Major Disaster does not automatically establish entitlement to a Community Disaster Loan.

HAZARD MITIGATION SURVEY

The Hazard Mitigation Survey begins immediately following a Presidential Declaration of a Major Disaster with the activation of the Hazard Mitigation Survey Team. The process is concluded fifteen days after the declaration with the completion and distribution of the report, unless the Regional Director allows an extension.

The Hazard Mitigation Survey should identify:

- 1 Hazard evaluation and mitigation measures that must be incorporated into the recovery process.

- 2 Possible mitigation measures for funding under the Hazard Mitigation Grant Program or under other disaster assistance programs.
- 3 Issues for inclusion in the Section 409-hazard mitigation plan.

HAZARD MITIGATION

Section 409 of the Stafford Act imposes hazard mitigation conditions required upon the receipt of Federal Disaster Assistance.

First, repair or construction financed with Federal Disaster Assistance must be in accordance with applicable codes, specifications and standards, including any adopted following the disaster and before approval of particular recovery projects.

Second, local government must also agree that the natural hazards in disaster areas shall be evaluated and appropriate action taken to mitigate such hazards, including safe land-use and construction practices.

The responsibilities of local government are set out in regulation as:

- 1 Participate in the process of evaluating hazards and adoption of appropriate hazard mitigation measures, including land use and construction standards.
- 2 Appoint a Local Hazard Mitigation Officer.
- 3 Participate on Hazard Mitigation Survey Teams and Interagency Hazard Mitigation Teams.
- 4 Participate in the development of hazard mitigation plans or plan updates.
- 5 Coordinate and monitor the implementation of local hazard mitigation measures.

Following a Governor's request for a Presidential Declaration of a Major Disaster, FEMA will evaluate the status of hazard mitigation efforts in the impacted state and localities. The review of mitigation measures will include:

- 1 The status of statewide comprehensive hazard mitigation plans, programs or strategies.

- 2 The status of hazard mitigation plans or plan updates required as a condition of any previous declaration.
- 3 The status of any actions which the State or local governments agreed to undertake as a condition of past disaster assistance.
- 4 The status of any mitigation measures funded under section 404 of the Stafford Act for any previous declaration.
- 5 The status of any other hazard evaluation and mitigation projects funded under other FEMA or other Federal agency programs.
- 6 An evaluation of the impact of the hazard(s) and any corresponding mitigation issues pertinent to the area for which disaster assistance is being requested.
- 7 Any other hazard evaluation and mitigation information available and considered relevant.

Based on the conditions warranted by the declaration, and on the findings of the mitigation evaluation, the FEMA-State Agreement will include mitigation provisions, such as the requirement to prepare a hazard mitigation plan or update.

PUBLIC FACILITIES

Federal assistance for restoration and repair of public facilities through FEMA is available following a Presidential Declaration of a Major Disaster. However, other Federal agencies have ongoing programs within their purview to assist disaster-affected communities. When any other Federal agency has the authority and funds available to perform restoration, repair or reconstruction of disaster-caused damage, that funding authority will take precedence over FEMA funding.

The following restrictions apply to the restoration of damaged facilities:

- 1 If a facility was being used for purposes other than those for which it was designed, restoration will only be eligible to the extent necessary to restore the immediate pre-disaster original intended purpose.
- 2 Facilities which were not in active use at the time of the disaster are not eligible except in those instances where the facilities were only temporarily inoperative for repairs or remodeling, or where active use by the County is established in an approved budget or the

County can demonstrate to FEMA's satisfaction an intent to begin use within a reasonable time.

- 3 Replacement of sand on an unimproved natural beach is not eligible. However, work on an improved beach may be eligible if:
 - a The beach was constructed by the placement of sand to a designed elevation, width and slope; and,
 - b A maintenance program involving periodic re-nourishment of sand was established and adhered to by the applicant.

An emergency access facility that is not publicly owned nor the direct responsibility of an eligible applicant for repair or maintenance may be eligible for emergency repairs or replacement provided that emergency repair or replacement of the facility economically eliminates the need for temporary housing. The work must be limited to that necessary for the access to remain passable through events that can be considered an immediate threat. The work must be performed by an eligible applicant and will be subject to cost sharing requirements.

COMMUNICATION

Emergency communications necessary for the purpose of carrying out disaster relief functions may be established and may be made available to local government officials as deemed appropriate. Such communications are intended to supplement but not replace normal communications that remain operable after a major disaster. FEMA funding for such communications will be discontinued as soon as the needs have been met.

TRANSPORTATION

Emergency public transportation to meet emergency needs and to provide transportation to public places and such other places as necessary for the community to resume its normal pattern of life as soon as possible is eligible. Such transportation is intended to supplement but not replace pre-disaster transportation facilities that remain operable after a major disaster. FEMA funding for such transportation will be discontinued as soon as the needs have been met.

HIGHWAYS & INTERSTATES

The Federal Highway Administration is the primary source for emergency funds for the repair of some, but not all, roads and highways. Most of the roads for which funds are available are under the maintenance of the Oregon Department of Transportation. Only part of the County-maintained roads and streets are covered by this program. The Finance Section must

keep a separate accounting for the costs of work performed on covered and non-covered county roads. The County applies for reimbursement of costs of work on covered roads through the Oregon Department of Transportation, and for non-covered roads, through the FEMA DSR process.

SCHOOLS

If equipment and furnishings are damaged beyond repair, comparable items are eligible as replacement items.

Replacement of library books and publications is based on an inventory of the quantities of various categories of books or publications damaged or destroyed. Cataloguing and other work incidental to replacement are also eligible.

The costs of asbestos abatement and other compliance requirements must be included in preparing estimates of the cost to repair, reconstruct or replace a facility and in the DSR for the particular project or funding for compliance will not be included in the Federal Infrastructure Assistance program.

UNITED STATES ARMY CORPS OF ENGINEERS

The Army Corps of Engineers has an emergency response fund that can be expended within the discretion of the Chief of Engineers for preparation for and emergency response to any natural disaster. The work is categorized as rescue operations, flood fighting, and the repair or replacement of any flood control device damaged or destroyed by flood. This assistance is available without a Presidential Declaration.

If the Corps is otherwise already performing work under this section, the Corps is authorized to perform any emergency work on public and private lands or waters for a ten-day period following a Governor's request for a Presidential Declaration. This authority includes any emergency work made necessary by an emergency or disaster and includes the temporary restoration of essential public facilities and services, including emergency supplies of clean water.

DEBRIS REMOVAL

If it is determined that the removal of debris is in the public interest, the County may provide assistance for the removal of debris and wreckage for

publicly and privately owned lands. The criteria for determining 'public interest' are as follows:

- 1 The removal of debris is necessary to eliminate immediate threats to life, public health and safety; or
- 2 The removal of debris is necessary to eliminate threats of significant damage to improved public or private property; or
- 3 The removal of debris is necessary to ensure economic recovery of the affected community to the benefit of the community-at-large.

When it is in the public interest for an eligible applicant to remove debris from private property in urban, suburban, and rural areas, including large lots, clearance of the living, recreational, and working area is eligible except for those areas used for crops and livestock or unused areas.



**MULTNOMAH COUNTY
EMERGENCY OPERATION PLAN**

SECTION V

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

HAZARD ANALYSIS & HAZARD SPECIFIC GUIDLEINES

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MULTNOMAH COUNTY EMERGENCY OPERATION PLAN

HAZARD ANALYSIS & HAZARD SPECIFIC CHECKLIST PART A – HAZARD ANALYSIS

I **PURPOSE**

The Hazard Analysis for this section is referenced only. Please refer to the full document located at the Multnomah County Office of Emergency Management, entitled Multnomah County Hazard Analysis.

The reference is made so, as to show a guide for the creation and emphasis on the formation of Hazard Specific Annex.

Specific areas of the County have inherent hazards, as well as general hazards that face the county on a daily basis. This section identifies essential ESF's that should be activated at corresponding levels of activation. In conjunction with identified Hazards, that may impact and affect the County.

II **SCOPE**

In order to successfully identify in terms of magnitude, and assign applicable ESF's to the response level, a Countywide Hazard Analysis was conducted.

The Countywide Hazard Analysis is meant to act as a guide in developing response strategies for the ESF's and EOC, as well as a catalyst for planning events.

III **CONCEPT OF OPERATION**

The Hazard Analysis endeavors to apply a quantitative approach to comparing the hazards that threaten the County in order to develop a relative hazard, or risk assessment.

The following categories are used in conducting this hazard analysis.

- History (Weight Factor=2)
This is an analysis of the records of occurrences of previous major emergencies or disasters that affected the County.
- Vulnerability (Weight Factor=5)

The percentage of the population and property likely to be effected by a hazard.

- Maximum Threat (Weight Factor=10)
The maximum percentage of population and property that could be impacted under a worst-case scenario.
- Probability (Weight Factor=7)
The likelihood of occurrence within a specified period of time.

By adding the severity rating by the weight factors associated with the categories above, a sub score for the history, vulnerability, maximum threat, and probability for each hazard can be achieved. Adding the sub score will produce a total score for that hazard.

MULTNOMAH COUNTY HAZARD ANALYSIS

HAZARD	SEVERITY SCORE	HISTORY (2)	VULNERABILITY (5)	MAXIMUM THREAT (10)	PROBABILITY (7)	TOTAL SCORE
SEVERE WEATHER	HIGH	20	50	100	70	240
EARTHQUAKE	HIGH	20	50	100	70	240
LANDSLIDE	HIGH	20	50	100	70	240
HAZMAT	HIGH	20	50	100	70	240
FLOOD	MEDIUM	20	25	60	42	147
VOLCANO	HIGH	20	50	100	70	240
TRANSPORTATION	HIGH	20	50	100	70	240
FIRE(STRUCTURAL)	HIGH	20	50	100	70	240
EPIDEMIOLOGICAL	MEDIUM	10	25	50	35	120
CIVIL DISTURBANCE	MEDIUM- HIGH	14	30	60	63	167
TERRORISM&WMD	HIGH	12	35	100	56	203
WILD LAND/ URBAN INTERFACE FIRE	HIGH	12	35	100	56	203

PART 'B'

HAZARD SPECIFIC CHECKLIST

MULTNOMAH COUNTY EMERGENCY OPERATIONS PLAN

SEVERE WEATHER

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-5 PLANNING & INTELLIGENCE <input type="checkbox"/> ESF-2 COMMUNICATIONS
II	<input type="checkbox"/> ALL ABOVE ACTIVATIONS <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-13 PUBLIC SAFETY <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING
III	<input type="checkbox"/> ALL ABOVE ACTIVATIONS <input type="checkbox"/> ESF-2 COMMUNICATIONS <input type="checkbox"/> ESF-4 FIREFIGHTING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-8 HEALTH AND MEDICAL <input type="checkbox"/> ESF-9 SEARCH AND RESCUE <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

EARTHQUAKE

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-5 INTELLIGENC & PLANNING
II	<input type="checkbox"/> ALL ABOVE ACTIVATIONS <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-4 FIRE FIGHTING <input type="checkbox"/> ESF-9 SEARCH & RESCUE <input type="checkbox"/> ESF-10 HAZMAT <input type="checkbox"/> ESF-13 PUBLIC SAFETY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT
III	<input type="checkbox"/> ALL ABOVE ACTIVATIONS <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE AND SUPPORT <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

LANDSLIDE

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING <input type="checkbox"/> ESF-2 COMMUNICATION
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-4 FIREFIGHTING <input type="checkbox"/> ESF-9 SEARCH AND RESCUE <input type="checkbox"/> ESF-13 PUBLIC SAFETY
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF10 HAZARDOUS MATERIAL <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMA COUNTY
EMERGENCY OPERATIONS PLAN**

HAZARDOUS MATERIAL (HAZMAT)

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING <input type="checkbox"/> ESF-2 COMMUNICATIONS
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-4 FIREFIGHTING <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-10 HAZARDOUS MATERIAL <input type="checkbox"/> ESF-13 PUBLIC SAFETY
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

FLOOD

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-4 FIRE FIGHTING <input type="checkbox"/> ESF-9 SEARCH & RESCUE <input type="checkbox"/> ESF-13 PUBLIC SAFETY
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-10 HAZMAT <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

VOLCANO

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-4 FIREFIGHTING <input type="checkbox"/> ESF-13 PUBLIC SAFETY
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-9 SEARCH & RESCUE <input type="checkbox"/> ESF-10 HAZMAT <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

TRANSPORTATION

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-4 FIRE FIGHTING <input type="checkbox"/> ESF-10 HAZMAT <input type="checkbox"/> ESF-13 PUBLIC SAFETY
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-9 SEARCH & RESCUE <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

**FIRE
WILD LAND/ URBAN INTERFACE FIRE**

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-5 PLANNING & INTELLIGENCE
II	<input type="checkbox"/> ALL ABOVE ACITVATED ESF'S <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-4 FIRE FIGHTING <input type="checkbox"/> ESF-13 PUBLIC SAFETY
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-10 HAZARDOUS MATERIAL <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

EPIDEMIOLOGICAL

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-13 PUBLIC SAFETY
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-4 FIRE FIGHTING <input type="checkbox"/> ESF-10 HAZMAT <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

CIVIL DISTURBANCE

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING <input type="checkbox"/> ESF-14 PUBLIC SAFETY
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-4 FIRE FIGHTING
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF-7 SERVICE & SUPPORT <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT <input type="checkbox"/> ESF-15 EVACUATION

**MULTNOMAH COUNTY
EMERGENCY OPERATIONS PLAN**

WEAPONS OF MASS DESTRUCTION/ TERRORISM

EOC ACTIVATION LEVEL	ESF ACTIVATION
I	<input type="checkbox"/> ESF-2 COMMUNICATION <input type="checkbox"/> ESF-5 INTELLIGENCE & PLANNING
II	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-1 TRANSPORTATION <input type="checkbox"/> ESF-4 FIRE FIGHTING <input type="checkbox"/> ESF-8 HEALTH & MEDICAL <input type="checkbox"/> ESF-10 HAZMAT <input type="checkbox"/> ESF-13 PUBLIC SAFETY <input type="checkbox"/> ESF-15 EVACUATION
III	<input type="checkbox"/> ALL ABOVE ACTIVATED ESF'S <input type="checkbox"/> ESF-3 PUBLIC WORKS & ENGINEERING <input type="checkbox"/> ESF-6 MASS CARE <input type="checkbox"/> ESF- SERVICE3 & SUPPORT <input type="checkbox"/> ESF-9 SEARCH & RESCUE <input type="checkbox"/> ESF-11 FOOD <input type="checkbox"/> ESF-12 ENERGY <input type="checkbox"/> ESF-14 DAMAGE ASSESSMENT

MULTNOMAH COUNTY
EMERGENCY OPERATION PLAN

SECTION VI

INTERGOVERNMENTAL
AGREEMENT EOP'S

"Intergovernmental Agreement EOP's"

Multnomah County has responsibility for the development and maintenance of Emergency Operations Plans for the cities of Fairview, Maywood Park, Troutdale and Wood Village. These EOP's will be referenced here as they are revised and adopted.

**MULTNOMAH COUNTY
EMERGENCY OPERATION PLAN**

SECTION VII

DEPARTMENTAL EOP's

Many of the Departments within Multnomah County Government have developed individual and specific Emergency Operations Plans for their use.

It is the intent of this core EOP, that each of the departmental EOP's be listed here, but stored, reviewed, revised and administered as separate and stand-alone documents.

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: R-7

Estimated Start Time: 10:25 AM

Date Submitted: 10/28/02

Requested Date: November 7, 2002 Time Requested: 10 minutes

Department: DBCS Division: Emergency Management

Contact/s: Doug McGillivray

Phone: 503-793-3305 Ext.: I/O Address: 425/EM

Presenters: Doug McGillivray and Mike Oswald

Agenda Title: Ordinance Amending MCC Chapter 7 to Add a Subchapter Relating to Emergency Management

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. What action are you requesting from the Board? What is the department/agency recommendation?

Approval and Adoption of Emergency Management Ordinance

2. Please provide sufficient background information for the Board and the public to understand this issue.

BRIEFING: Chair Linn introduced her Emergency Preparedness Initiative in November 2001. She stated that as a result of the recent national tragedies, the County must be better prepared for emergencies and crisis situations. Chair Linn set out three goals: 1) Enhance the County's level of emergency awareness and preparedness; 2) Improve our ability to respond rapidly and effectively to any emergency or disaster; and, 3) Better protect our employees, our facilities and the community if threatened by natural disaster, hazardous conditions, threatening actions or health incident. The Chair's Office convened a leadership team to assess the County's current emergency preparedness capacity and to make recommendations to the Chair for immediate and longer term critical actions. On February 11, 2002, the leadership team presented their recommendations to the Chair. The Department of Business and Community Services compiled the leadership team's recommendations, as well as other critical actions, into a comprehensive Emergency Preparedness Action Plan, which was presented to

the Board of County Commissioners on April 18, 2002. Two critical action plan items for the County were: 1) Adopt an Emergency Management Ordinance; and, 2) Adopt a revised Emergency Operations Plan.

EMERGENCY MANAGEMENT ORDINANCE: Oregon State Statutes require counties to establish emergency management programs responsible to the county governing body or executive officer. Multnomah County's Office of Emergency Management was instituted and authorized in 1974 by Board Management Ordinance before the Board on November 7th will formally establish the authority and functions of the Emergency Management program; establish the authority and succession of the Chair in an emergency; establish provisions for the Declaration of Emergency; and, create an Emergency Management Advisory Council. The events of the past year have changed much of the focus of Emergency Management requiring a revision and validation of the program. The ordinance will provide the direction, critical programs and support to senior administrative and management personnel of the county organization to ensure effective planning for, response to and recovery from a major emergency or disaster.

EMERGENCY OPERATIONS PLAN: Oregon State Statutes require that each county's emergency management program is responsible for preparing and maintaining a current Emergency Operations Plan. In addition, each Emergency Management program in the nation that receives any Federal funds is required to develop and maintain an Emergency Operations Plan. The County's Emergency Operations Plan details our jurisdiction's actions in responding to and recovering from a major emergency or disaster. The County has had an Emergency Operations Plan (EOP) in place since 1974 that has gone through successive revisions. This current revision to the plan incorporates Federal and State emergency management protocols using the Federal Response Plan as a guide. This revised and updated plan has been scaled down in size to make navigation through the document easier.

3. Explain the fiscal impact (current year and ongoing).

The Board allocated funding for the Emergency Management program in the FY03 Adopted Budget. This includes: ongoing funding for the Emergency Operations Center and staff; employee training in the Incident Command System; and, training and professional services to produce a County's Business Continuity Plan. In addition, the Board approved funding building security upgrades in the FY03 Adopted Capital Budget.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?
- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues involved.

The Emergency Management Ordinance revises and updates the County's Emergency Management program to ensure compliance with State of Oregon Laws (ORS 401). In addition, adoption of the Emergency Operations Plan ensures compliance with State Law. The County Plan also serves as the foundation document for the Emergency Operations Plans for the cities of Fairview, Troutdale, and Wood Village.

5. Explain any citizen and/or other government participation that has or will take place.

The Emergency Management program created the Emergency Management Operation Group with representatives from all County departments, the Sheriff's Office and the Chair's Office. The group's charge is to work together to develop and maintain a comprehensive, integrated County emergency preparedness system. Local political jurisdictions within the County have been involved in this process from the beginning, as have a number of citizens. Emergency Managers from the cities of Portland and Gresham have been involved in review and coordination of our planning efforts. The Local Public Safety Coordinating Council has been briefed on the County's action plan. Upon approval, the ordinance and Emergency Operations Plan will be disseminated to neighboring jurisdictions as well as to agencies and individuals internal to the County.

Required Approvals (typed names indicate approval)

Department/Agency Director (type name of approver): M. Cecilia Johnson

Agenda Review Team

By: (type name of approver):

Date:

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

Amending MCC Chapter 7 To Add A Subchapter Relating To Emergency Management.

The Multnomah County Board of Commissioners Finds:

- a. State law requires counties to establish emergency management programs responsible to county governing bodies or executive officers.
- b. Counties must appoint an emergency program manager. The manager is responsible for the organization, administration and operation of the program.
- c. The emergency management program manages functions within county territory and may perform functions outside the county by intergovernmental agreement.
- d. The Chair established the office of emergency management by Executive Order No. 194 effective January 1, 1988.
- e. The Board now wishes to adopt an Emergency Management Ordinance.

Multnomah County Ordains as follows:

Section 1. MCC Chapter 7, Administration, is amended to add the following subchapter:

§7.900* *EMERGENCY MANAGEMENT*

§ 7.901 *Definitions.*

For purposes of this subchapter the following definitions apply:

EMERGENCY. As defined by ORS 401.025.

ABSENCE. When the county official cannot be reached by available communications methods in time to respond appropriately to an emergency.

§ 7.902 Office of Emergency Management.

There is an Office of Emergency Management (Office) within the Department of Business and Community Services (Department). The Office maintains an emergency services system by planning, preparing and providing for the prevention, mitigation and management of emergencies or disasters in the County. The Director of the Office reports to the Director of the Department but has direct access to the Chair in emergencies. The Office will simultaneously notify the Chair, the Sheriff and the Department Director of all emergencies.

The Office will:

- (A) Establish and identify personnel and material needs and to process, as eligible, requests for federal or state funding;
- (B) Represent the county with the Federal Emergency Management Agency in funding and performance matters;
- (C) Represent jurisdictions within the county without emergency management programs;
- (D) Develop and maintain emergency operations plans for jurisdictions within the county without emergency management programs;
- (E) Adopt operational procedures and practices to prepare county to respond to and recover from major emergencies or disasters;
- (F) Guide each county department in development, implementation, review and maintenance of safety action plans for each critical facility, and department business continuation plans for Chair approval;
- (H) Provide or arrange for training necessary to support these plans;
- (I) Develop and conduct practice exercises to give county officers and employees practice in directing, coordinating and supporting operations under state of emergency conditions;
- (J) Negotiate intergovernmental agreements for Board approval that further planning and preparedness to meet projected emergencies;
- (K) Coordinate and apply for state and federal funds to achieve and maintain an effective program;
- (L) Advise county officers and incident commanders during a state of emergency and in the declaration of an emergency;

(M) Serve as contact for damage reports during and immediately following emergencies;

(N) Maintain a plan for the collection, evaluation, and dissemination of emergency incident status information, and for recommending to the Chair whether potential or actual damage justifies a declaration of emergency;

(O) Administer the county emergency management program.

(P) Create and train Incident Management Teams that will be responsible for:

(a) Incident management and coordination in an EOC environment. Within the scope of the emergency operations plan approved by the Board;

(b) Participating in Incident Command System (ICS) training;

(c) Participating in county emergency operations plan (EOP) exercises.

(Q) Designate and train individuals to perform the ICS functions of incident commander, operations, planning, logistics, finance, public information, safety, liaison and legal counsel.

§ 7.903 Incident Command System.

The Board adopts the Incident Command System (ICS) component of the National Interagency Incident Management System (NIIMS) as the preferred incident management tool, and it will be integrated into all county emergency response and operations plans.

§ 7.904 Emergency Management Advisory Council (EMAC).

(A) The county establishes an Emergency Management Advisory Council chaired by the Director of the Office. The council will develop, review, evaluate and recommend projects and programs for the emergency management program including:

(1) Emergency management program goal setting;

(2) Development, review and maintenance of an all-hazard emergency operations plan;

(3) Establishing 'Incident Management Teams' (IMT);

(4) Incident command system training;

(5) Coordinating local and regional exercises to validate the emergency operations plan.

(B) The EMAC will have a representative from each county elected official and department. Each city in the county, each fire department in the county, the Port of Portland, each public utility in the county, the state Fire Marshall, each school district in the county, and the Willamette Chapter of the American Red Cross may have a representative on the EMAC. The Office Director will also appoint one public, one business and one media representative.

§ 7.905 Succession; Authority.

(A) The Chair or in the Chair's absence or inability to perform the functions of the office, the most senior member of the Board, or in the senior Board member's absence or inability, the Sheriff, or in the Sheriff's absence or inability, the Chair's designated interim, or in the Chair's designated interim's absence or inability, the Sheriff's designated interim, has authority to:

(1) Declare a state of emergency as defined by state law when conditions exist requiring such declaration;

(2) Designate an area within the county or over which the county may exercise police jurisdiction, an emergency area;

(3) Fix the limit of the area in the case of any disaster, catastrophe or civil disorder that warrants the exercise of emergency control in the public interest;

(4) Fix the time during which the area designated will remain an emergency area;

(5) Publicly announce or proclaim a curfew for the area that fixes the hours during which all persons other than authorized official personnel are prohibited from being on the streets, in parks or other public places without authorization of the Sheriff.

(6) Implement authority assigned by the emergency operations plan;

(7) Commit county resources for emergency response, restoration or recovery;

(8) Redirect county funds for emergency use and suspend standard county procurement procedures;

(9) Suspend any county code, resolution, executive rule, administrative rule, guideline or practice if compliance with such provision would in any way prevent, hinder, or delay necessary action in coping with the emergency;

(10) Direct county officers and employees to perform or facilitate emergency services;

(11) Act on appropriate requests for compensation, commandeer or utilize any private property if deemed necessary to cope with the emergency;

(12) Prescribe routes, modes of transportation, and destinations in connection with evacuation within the county;

(13) Order any other action necessary to address and alleviate the emergency.

(B) The powers of the Chair's successor are limited to those granted by this subchapter and the duration of succession is only until the Chair is able and available to perform the duties or until the emergency is abated.

§ 7.906 Declaration of Emergency.

(A) When the county determines that a state of emergency exists, the document declaring a county emergency must:

(1) State the nature of the emergency;

(2) Designate the geographic boundaries of the impacted area;

(3) Certify all local resources have been expended

(4) Provide a preliminary or initial damage assessment including property loss, injuries and deaths;

(5) State the known emergency equipment and supplies, needed to accomplish emergency tasks;

(6) State the duration that the area will remain an emergency area.

(B) The emergency declaration will continue until the Chair finds that emergency conditions no longer exist. The state of emergency may be terminated at any time, but may not last for more than 30 days. A declaration of emergency may be extended or terminated by the Board.

§ 7.907 Regulation of Persons and Property.

When an emergency is declared, for its duration the Chair has authority to impose one or more of the following measures within the emergency area:

- (A) Prohibit or limit the number of persons who may congregate in public places;
- (B) Suspend the sale of alcoholic beverages;
- (C) Suspend or restrict the sale of gasoline or other flammable or combustible liquids;
- (D) Suspend or limit the sale, dispensing, or transportation of any firearm or explosives on roads, streets, public places, or any outdoor place;
- (E) Curtail or suspend commercial activity;
- (F) Shut down water, gas or electric utilities;
- (H) Order measures necessary to protect life or property, or facilitate recovery from the emergency.

§ 7.908 Price Gouging Prohibited.

During a disaster declared by the Governor or an emergency declared by the Chair, the value received for goods and services sold within the designated disaster area may not exceed the prices ordinarily charged for comparable goods and services in the same market area at, or immediately before, the time of the emergency. However, the value received may include reasonable expenses and a charge for any attendant business risk, in addition to the cost of the goods and services that necessarily are incurred in procuring the goods and services during the emergency. Each sale or offer for sale violating this provision constitutes a separate offense,

§ 7.909 Violation of Curfew or Emergency Regulation.

(A) It is unlawful for any person to violate any curfew established under § 7.905 or to violate any measure taken under authority of this subchapter. The provisions of this section do not apply to official personnel authorized to be on the streets or other public places during the period of time for which a curfew has been established or other measures taken.

(B) Any person convicted of violating any provision of this subchapter for which no other specific penalty is provided shall be punished by a fine of not more than \$500 or by imprisonment in the county jail for not more than six months, or both.

§ 7.910 Emergency Service Workers/Volunteers.

The Office will maintain a record of enrollment of emergency service workers. Each record will contain the name and address of the worker, the name of the employer of the worker, date of enrollment and authorized classification of assignment to duty, including the times of assigned duty, and changes in enrollment.

Section 2. MCC Chapter 15 is amended by deleting §§ 15.325 and 15.327 and amending §§ 15.326 and 15.328 as follows:

§ 15.325* EMERGENCY AREA REGULATIONS

§ 15.326 Powers Of Sheriff.

(A) Whenever any area has been designated as an emergency area under § 7.905, within the boundaries of the area the Sheriff shall have authority to:

- (1) Regulate or prohibit ingress and egress to and from the area;
- (2) Limit or prohibit the movement of any persons within the area;
- (3) Move any property within the area;
- (4) Evacuate any persons from the area whenever and to the extent that the Sheriff finds human lives or property are endangered; and
- (5) Enter into or upon private property, or direct entry to prevent or minimize danger to lives or property.

(B) The Sheriff has authority to barricade streets and to prohibit or regulate travel upon any street, avenue or highway leading to an area designated as an emergency area for such distance as the Sheriff considers necessary under the circumstances.

§ 15.328 Access Prior To Declaration As Emergency Area; Findings.

The Board finds that certain emergencies may require the responding peace officers to immediately restrict public access to the areas affected, before the area has been designated as an emergency area under § 7.905. Peace officers that respond to such emergencies have authority to restrict access to the area affected to protect the health, welfare and safety of the people of the county. Sections 15.328 through 15.330 must be liberally construed to effectuate the purposes expressed herein.

FIRST READING:

November 7, 2002

SECOND READING AND ADOPTION:

November 14, 2002

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By

Thomas Sponsler

Thomas Sponsler, County Attorney



OFFICE of EMERGENCY MANAGEMENT

MULTNOMAH COUNTY, OREGON

Emergency Management Ordinance Executive Summary

The Multnomah County Emergency Management program was originally established in 1974. Effective January 1, 1988, the Chair issued Executive Order No, 194 formally establishing the Office of Emergency Management. Since that time many things have occurred both in the County and in the World that have changed the way that we all must conduct business and perform necessary functions.

This Ordinance:

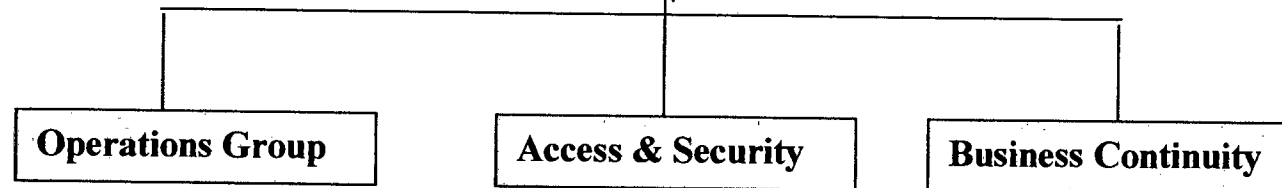
- Establishes a general set of roles and responsibilities for Emergency Management;
- Clearly and definitively delineates a Line of Succession that will ensure the Continuity of County Government,
- Defines the Declarative process. (The procedure for Declaring a Local Emergency or Disaster – and opens the door for State and Federal \$\$\$)
- Sets firmly in place many programs or systems that heretofore were discussed but whose implementation was not required:
 - Incident Command System
 - Business Continuation Planning
 - Incident Management Teams for the EOC's
 - Emergency Management Advisory Council
- Defines certain Emergency powers of the Chair
- Institutes a prohibition against Price-Gouging during a disaster
- Authorizes the Sheriff to conduct certain specific activities to ensure the safety and survival of County residents.



OFFICE of EMERGENCY MANAGEMENT

MULTNOMAH COUNTY, OREGON

Committees Working with Emergency Management



<p>COLLINS William E FARRELL Delma D GATES Jason D HARRINGTON Mike HENDEL Gary L HOWARD Horace J JACOBSON Rick L LASLEY E. Harold MATTIODA Gina M MCBRIDE Michael C MCGILLIVRAY Doug MINDT Pam NIELSEN Garr H OSWALD Michael L PULLEN Mike J SALMON Scott O SNYDER Mike D SPITZER James D TILDEN Charles F UHERBELAU Rebecca WILTON Nancy L</p>	<p>HALL Belen V HALL Gary R HASLER Carol J HEARD Shawn K MARKS Carolyn R MCBRIDE Michael C McDADE-HOOD Molly C MCGILLIVRAY Doug MINDT Pam OSWALD Michael L REYNOLDSON Vikki L SALMON Scott O SALTZMAN Larry D SWIFT Richard F TILDEN Charles F WILTON Nancy</p>	<p>HARRINGTON Michael HOWARD Horace JACKSON Maureen JANES Nancy KOSTELECKY Bonnie LASLEY Harold MATTIODA Gina MCBRIDE Michael MCGILLIVRAY Doug MINDT Pam OSWALD Mike PASCUAL Belinda PULLEN Michael RODRIGUEZ Mike SALMON Scott SNYDER Jeff SPITZER James SWIFT Rich TILDEN Chuck UHERBELAU Becca</p>
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Animal Control, Business & Community Services, Chair's Office, Emergency Management, Emergency Medical Services, Facilities, Health & Human Services, Health, Juvenile Justice, Library, Public Affairs, Risk Management, Sheriff, and Transportation,

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: R-8

Estimated Start Time: 10:30 AM

Date Submitted: 10/30/02

Requested Date: November 7, 2002

Amount of Time Requested: 30 min.

Department: Non-Departmental

Division: Commissioner Serena Cruz

Contact/s: Mary Carroll

Phone: 503 988-5275

Ext.: 85275 I/O Address: 503/600

Presenters: Joanne Fuller, Rosemary Celaya-Alston, Paul DuCommun, Wendy Lear

Agenda Title: Briefing on the Alcohol & Drug Procurement process and the DUII Evaluation program

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

1. What action are you requesting from the Board? What is the department/agency recommendation?

1.) Board briefing and Board direction on the upcoming Alcohol & Drug Procurement process. The County is working on a procurement process for A&D contracted services for DCHS and DCJ. Due to fiscal uncertainties with both State funding and County general fund cuts, A&D advisory groups and providers have asked the county to postpone the procurement process. The Board needs to understand the financial and legal implications of postponing the procurement process and direct the Departments accordingly.

2.) DCHS has proposed cutting 4 ADES positions outstationed at DCJ and Health Dept. in order to backfill \$250,000 shortfall in the DUII evaluation program. The Board should be briefed and provide policy direction on the DUII evaluation.

2. Please provide sufficient background information for the Board and the public to understand this issue.

The County has been given exemptions several times on contracting out A&D services. What are the legal and contracting implications on postponing the procurement process?

3. Explain the fiscal impact (current year and ongoing).

Current funding for A&D services will continue, subject to proposed budget cuts. Four ADES positions are scheduled to be cut as of November 15, 2002.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues involved.

5. Explain any citizen and/or other government participation that has or will take place.

The A&D Criminal Justice Workgroup and AMHSA have participated in discussions on these issues.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ Serena Cruz (type name of approver)

October 18, 2002

Diane Linn
Multnomah County Chair
501 SE Hawthorne, Suite 600
Portland, Oregon 97214

Dear Diane:

I am writing to you regarding the recent decision to initiate an RFP process for the majority of County contracted Alcohol and Drug Addiction Services. I understand that there is concern from Central Procurement and Contract Administration to comply with regulations, but we also know that there are exemptible circumstances.

The current financial environment could hardly be more unstable at both the local and State level. In fact, providers and their clients are facing multiple funding threats that amount to a gathering perfect financial storm.

Multnomah County is currently planning cuts of some \$30 million following significant reductions implemented this year. The State of Oregon will likely implement a nearly \$88 million reduction in human services in the event of the failure of the income tax surcharge ballot measure. The Medicaid waiver just recently approved is scheduled to implement OHP co-pays and premiums in February 2003, both of which will exacerbate the uncertainty of reimbursement for services and place increasing financial stress on providers. Outpatient alcohol and drug services are largely dependent on the OHP system. It seems very likely that an RFP issued anytime soon based on stated level of funding will be rendered largely erroneous after budgets are adjusted for significant impacts by June or July 2003.

As you know, provider response to RFPs is an intense experience that diverts the attention of key staff people from operational and funding issues, including attention to critical legislative developments, for weeks. The need for attention to these organizational imperatives has never been greater or more critical. It seems a waste of critical resources at a critical time for a process which is likely to have a dubious outcome.

I am also concerned regarding initial discussions of what services will be included, and how they are included in the RFP. Bidding out specific service elements separately, apart from a continuum of care in which they have been integrated over time, could potentially undermine and destroy the systems of integrated care which have been established by providers and between providers. The RFP must be carefully constructed to avoid such calamity.

It is obvious that the current environment constitutes an exemptible circumstance. Previous delays in the RFP process do not make it less so. I would welcome a discussion of this matter with you or your executive staff as soon as possible, before the RFP process becomes irreversible.

Sincerely,

Richard L. Harris
Executive Director

BOGSTAD Deborah L

From: CARROLL Mary P

Sent: Monday, October 28, 2002 11:49 AM

To: BALL John; DAVIDSON Peter J; CELAYA-ALSTON Rosemary C; DUCOMMUN Paul A; FULLER Joanne; SHIRLEY Lillian M; TREB Kathleen A; BOGSTAD Deborah L; KIRK Christine A

Subject: Board briefing Nov 7th

Following the discussion at last Thursday's A&D meeting, Serena is scheduling a 30 min. briefing on the November 7th board meeting agenda. She is requesting a briefing on two subjects: the A&D RFP process and the option of postponing the RFP process until there is a clearer understanding of how much money there will be for the RFP. There seems to be strong provider support for postponing the RFP. She would like to hear about any legal or programmatic implications of postponing the RFP.

She is also requesting an update in the same briefing on the DUII evaluation program and the four A&D Evaluator position cuts in DCHS. It is her understanding that the four evaluator positions have just begun to generate FQHC funds, and may be able to bring in significant funds in the future. She wants the Board to have the opportunity to discuss the DUII program shortfall and the policy and financial implications involved in cutting the evaluators stationed at DCJ and the Health Dept.

John, who from DCHS should be there to do the briefing?

Joanne, I presume that Kathleen or Jim Peterson will represent DCJ?

Lillian: who could talk about the Health Dept-stationed evaluator and possibly FQHC?

I will need to know who will present so that I can give the information to Deb. Thanks.

Mary Carroll

Executive Assistant

Commissioner Serena Cruz

501 SE Hawthorne Blvd. Suite 600

Portland OR 97214

(503)988-5275 phn (503)988-5440 fax

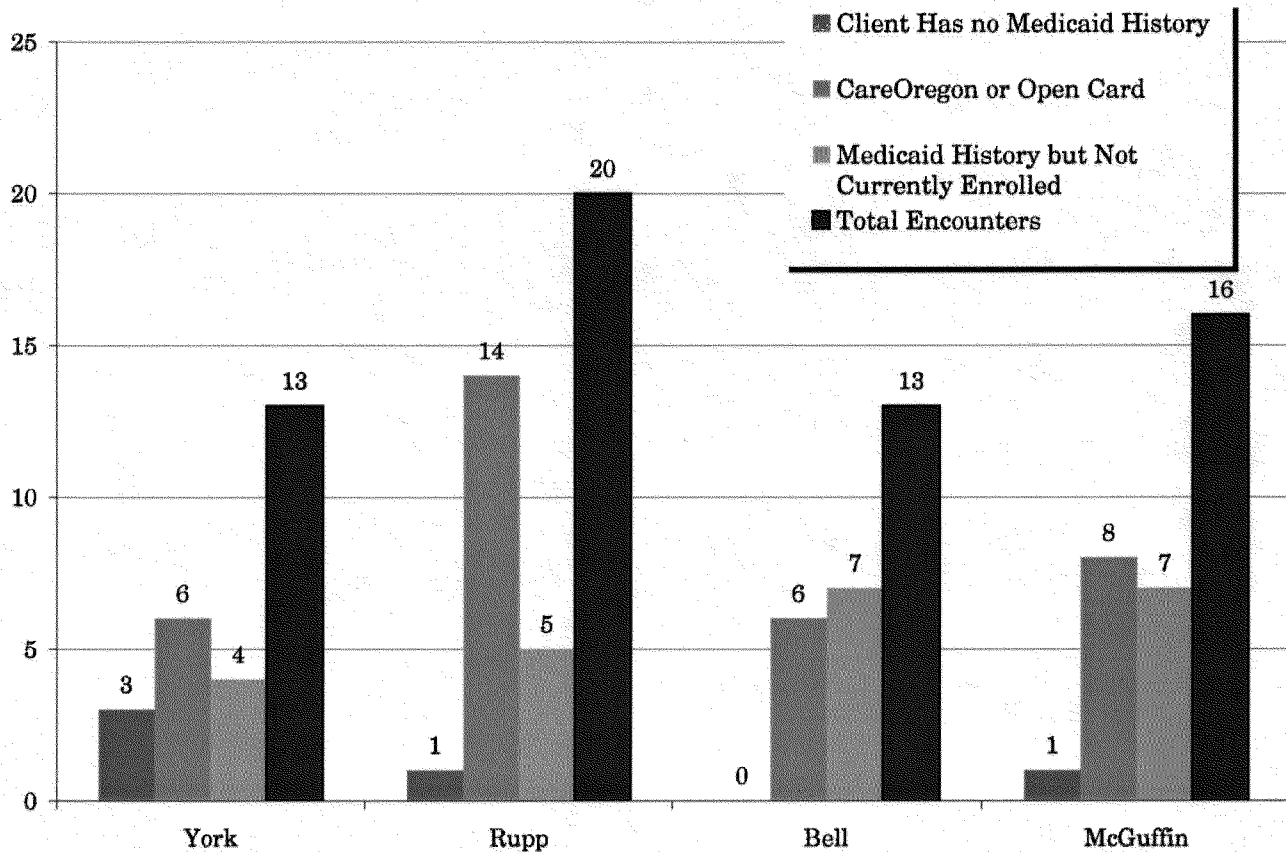
mary.p.carroll@co.multnomah.or.us

10/28/2002

ADES Revenue Projection

(Based on first three weeks in October 2002)

Location	Provider	Total Billable Encounters for Oct 1-18, 2002 By Insurance Status			Total Encounters	Average Per Day	Projected CareOregon Encounters per Year	Est Annual FQHC Revenue @\$210
		Client Has no Medicaid History	CareOregon or Open Card	Medicaid History but Not Currently Enrolled				
North	Grother	1	11	11	23	1.6	191	\$ 40,040
Mead	York	3	6	4	13	0.9	104	\$ 21,840
	Rupp	1	14	5	20	1.4	243	\$ 50,960
	Bell	0	6	7	13	0.9	104	\$ 21,840
	McGuffin	1	8	7	16	1.1	139	\$ 29,120
	Total	6	45	34	85		780	\$ 163,800
	Average	1	9	7	17	1.2	156	\$ 32,760
Average Encounters per day needed to breakeven						2.5		\$ 69,000



ALCOHOL AND DRUG PROCUREMENTS – FY03
DCHS & DCJ
Adult / Youth / Prevention

- **What is County policy and possible legal/financial ramifications if procurement is delayed?**

County policy is to award public funding through a competitive process, which follows the State Statute (ORS 279.000/OAR 137-030-0000) preferences for competitive processes.

- Most DCHS A&D services are under procurement exemptions for multiple reasons – some services have never been competitively procured (approximately \$12 million annually in DCHS; \$6 million in DCJ).
- We could extend the existing exemptions, citing current fiscal uncertainty
- County risk is a protest by provider(s) and/or lawsuit. To mitigate this risk, we could provide a condition in the exemptions that any new providers could be included under the exemption to do services during this postponement period. However, there is no additional funding for additional providers, so to do so would result in reduced services.
- Doing a procurement can provide a periodic, partial verification of quality service provision. This is not being done independently in DCHS now due to resource constraints. A heavy reliance is placed on State site recertification visits, which DCHS participates in every 2 years for Residential and every 3 years for Outpatient services. DCJ does conduct site visits and monitors provider's performances against performance measures.

- **How much of pending DCHS procurement is CGF?**

Adult	\$ 899,424	(\$10,706,972 total)
Youth	\$ 121,185	(\$ 1,183,373 total)
Prevention	\$ 62,311	(\$ 311,217 total)

- **How much of the pending DCJ procurement is CGF?**

High and Medium Risk Offenders (primarily)

Residential \$ 6,639,636 (general fund is \$2,843,636 - this includes Match for Medicaid)

Outpatient \$ 218,164 (general fund is \$128,378)

STOP Clients

Treatment \$ 1,059,002 (general fund is \$ 0)

- **Estimate of cuts to A&D services?** The State has already informed us of a probable cut of 40 residential beds (\$1,460,000). More state cuts may occur, but we expect little concrete information until after the November elections and the resumption of the legislative session in January. CGF cuts are still not firm but several scenarios are under review.
- **If delayed, would current services be maintained until the procurement is eventually completed?** Yes, they will continue, but only to the extent they are not cut or reduced by the State and/or to accommodate projected CGF budget shortfalls. Procurement exemptions or extensions to existing exemptions would be sought for all A&D services.

DEPARTMENTAL RECOMMENDATION:

- In light of current budgetary uncertainty, DCHS and DCJ recommends delaying the planned DCHS Procurement of Alcohol and Drug Adult, Youth and Prevention services. Both departments will continue program fact finding and community planning to permit a resumption of the procurement activity.

There is not a consensus of how long the procurement process should be delayed. The potential \$88 million in state budget cuts and Multnomah County's proposed \$30 million budget cuts may not be entirely decided until spring. Other issues impacting this decision is the continued alignment of the A&D and Mental Health department.

DUI Evaluation Program and ADES Positions

- **Description of DUI Evaluation Program and budget shortfall.**

Oregon Revised Statute requires DUI evaluations (ORS 813.025 and ORS 813.260). The DUI Evaluation program has been a part of DCHS-MHAS-CIS since 1990. The fee for this service is set by statute and has been \$90 since 1989.

 - County General funds have had to subsidize the DUI Evaluation Program since the County took it over in 1990. Maximum collectible fee revenue will not support costs for minimal program staffing requirements.
 - The expected shortfall is at least \$250,000 in this fiscal year. FQHC funds of \$100,000 were allocated to help offset this amount.
 - At the Program's request, the Circuit Court approved charges of special fees for non-compliant clients effective July 1, 2001. This area of fees increases the possibility to recover some costs, but still does not address the cost of basic evaluation and monitoring services.
 - We worked with the Governor's DUI Task Force to get the legislated \$90 evaluation fee raised to \$130 in the 2003 legislative session. Draft legislation has been proposed to raise this fee.
- **What happens if the DUI Evaluation Program is cut?**

Multnomah County is statutorily required to provide monitoring for the DUI clients who have already been evaluated during the period of their court obligations. (Diversion – 12-18 months; Conviction – 2-3 years). The staff costs would be approximately \$250,000 per year for at least two years. The Circuit Court has authority to designate the evaluation program or agency (ORS 813.025 and ORS 813.260).

 - Fee revenue for this operation would be next to nothing. Support would have to come from CGF.
- **What are the options?**

This is not a service that can be an RFP or subcontract of Multnomah County. The Circuit Court would have to be notified that the County was beginning the orderly closing down of the DUI Evaluation Program, with an adequate lead time (90 days) so they can begin the search for another program or agency to conduct DUI evaluations.
- **Reasons for cutting four ADES positions in Central Intake Services.**
 - At the direction of the Department, Central Intake Services (CIS) was required to reduce its CGF need by \$250,000 (the amount of the shortfall in the DUI Program).

- After studying the problem of the shortfall in the DUI program, the Adult Mental Health and Substance Abuse advisory council (AMHSA) unanimously recommended cutting four ADES positions in the CIS Outstationed Unit: 2 FTE in Health Clinics and 2 FTE in DCJ Field Offices.

- **Explanation of Federally Qualified Health Center (FQHC) revenue for ADES.**

FQHC allows direct service programs to generate Medicaid match of up to \$241 per client encounter. The ADES positions have just begun to generate revenue in October 2002. A conservative forecast is that one ADES could generate between \$25,000 to \$60,000 annually. For example, one ADES with 250 eligible encounters (one per day) would generate \$60,250 in revenue.

The potential FQHC revenue per ADES position can increase substantially with programmatic changes to increase the number of eligible encounters.

The two ADES stationed in the Health Dept have generated \$90,000 in FQHC revenue in the past year. Their job description, which address alcohol, drug and nicotine abuse and dependence in their patients limits the amount of revenue they can potentially generate. Their staff costs are more than \$130,000 per year.

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: November 7, 2002

Bud Mod #:

Agenda Item #: E-1

Estimated Start Time: 11:00 AM

Date Submitted: 10/22/02

Requested Date: 11/07/02

Amount of Time Requested: 30 minutes

Department: Non-Departmental

Division: County Attorney

Contact/s: Sandra Duffy

Phone: 503 988-3138

Ext: 83138 I/O Address: 503/500

Presenters: Sandra Duffy, Susan Muir, Derrick Tokos

Agenda Title:

Executive Session Pursuant to ORS 192.660(1)(h) for Consultation with Counsel Concerning Current Litigation or Litigation Likely to be Filed. Only Representatives of the News Media and Designated Staff are allowed to Attend. Representatives of the News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Executive Session. No Final Decision will be made in the Executive Session.

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Policy Direction.

- 2. Please provide sufficient background information for the Board and the public to understand this issue.**
- 3. Explain the fiscal impact (current year and ongoing).**

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If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
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NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
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If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
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- ❖ **How will the county indirect and departmental overhead costs be covered?**

- 4. Explain any legal and/or policy issues involved.**

- 5. Explain any citizen and/or other government participation that has or will take place.**

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ Thomas Sponsler (type name of approver)

Agenda Review Team ☐ By: (type name of approver) Date:

BOGSTAD Deborah L

From: DUFFY Sandra N
Sent: Tuesday, October 22, 2002 10:46 AM
To: BOGSTAD Deborah L
Cc: DUFFY Sandra N
Subject: Executive Session

I need to schedule an executive session in the case of: Friends of the Gorge v. Multnomah County (Tim and Casey Heuker), CRGC No. COA-M-02-01. Susan Muir, Derrick Tokos and I will be in attendance. This is to discuss this litigation and is a proper subject of an Executive Session. We will need about 30 minutes. And, of course, it needs to be as soon as possible. This matter was decided against the County by the Gorge Commission and Planning is considering filing an appeal. The Notice of Appeal is due on or before November 17th. If we cannot have the Executive Session until after that date, I can file the Notice of Appeal and later move to dismiss it if the Board recommends against an appeal.

Sandy

11/7/02
PREG MTG