



GLADYS McCOY, Multnomah County Chair

Room 1410, Portland Building
1120 S.W. Fifth Avenue
Portland, Oregon 97204
(503) 248-3308

M E M O R A N D U M

TO: Vice Chair Gary Hansen
Commissioner Dan Saltzman
Commissioner Tanya Collier
Commissioner Sharron Kelley

FROM: Gladys McCoy
Multnomah County Chair

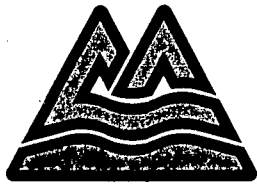
DATE: February 17, 1993

RE: Absence from Board Work Session

I will not be attending this mornings Board Work Session. I have a Doctor's appointment.

SEAL OF
COUNTY COMMISSIONER
1993 FEB 17 AM 8:56
MULTNOMAH COUNTY
OREGON

GM:mrj
9892G



MULTNOMAH COUNTY OREGON

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

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

AGENDA

MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

February 15 - 19, 1993

Monday, February 15, 1993 - HOLIDAY - OFFICES CLOSED

Tuesday, February 16, 1993 - 9:30 AM - Board Briefings. . .Page 2

Tuesday, February 16, 1993 - 1:30 PM - Board Briefing . . .Page 2

Tuesday, February 16, 1993 - 2:00 PM - Agenda Review. . . .Page 2

**Wednesday, February 17, 1993 - 9:30 AM - Budget Work Session
Management Support
ServicesPage 2**

**Wednesday, February 17, 1993 - 1:30 PM - Budget Work Session
Nondepartmental. .Page 3**

Thursday, February 18, 1993 - 9:30 AM - Regular Meeting. . Page 3

**Friday, February 19, 1993 - 9:30 AM - Budget Work Session
Health Department. . Page 5**

**Friday, February 19, 1993 - 1:30 PM - Budget Work Session
Health Department. . Page 5**

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

Thursday, 10:00 PM, Channel 11 for East and West side subscribers

Thursday, 10:00 PM, Channel 49 for Columbia Cable (Vancouver) subscribers

Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers

Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

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

Tuesday, February 16, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

- B-1 Briefing and Recommendation Regarding Courthouse Security Needs. Presented by Chief Deputy John Schweitzer and Major Jim Thacker. 9:30 TIME CERTAIN, 60 MINUTES REQUESTED.
- B-2 Review and Discussion of Space Study Update. Presented by Jim Emerson. 10:30 TIME CERTAIN, 45 MINUTES REQUESTED.
- B-3 Review and Discussion of Proposed Changes in the Animal Control Ordinances. Presented by Art Bloom and Mike Oswald. 11:45 TIME CERTAIN, 15 MINUTES REQUESTED.
-

Tuesday, February 16, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

BOARD BRIEFING

- B-4 Briefing and Update on the 1993 Legislative Session. Presented by Fred Neal. 1:30 TIME CERTAIN, 30 MINUTES REQUESTED.
-

Tuesday, February 16, 1993 - 2:00 PM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

- B-5 Review of Agenda for Regular Meeting of February 18, 1993
-

Wednesday, February 17, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

- WS-1 **MANAGEMENT SUPPORT SERVICES** Budgets Including: Planning & Budget, Finance, Employee Services, Risk Management, Purchasing and Labor Relations. Presented by Hank Miggins, Management Support Services Managers and Planning & Budget Staff.

Wednesday, February 17, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

WS-2 NONDEPARTMENTAL Budgets Including: Board of Commissioners, County Auditor, County Counsel, Citizen Involvement, Tax Supervising and Conservation Commission and Other External Agencies. Presented by Planning & Budget Staff, Staff of Nondepartmental Offices and External Agencies.

Thursday, February 18, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

CONSENT CALENDAR

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-1 In the Matter of the Appointments of PETER L. SERRURIER, SCOTT J. KAPLAN, ERIC A. GRASBERGER, DOUGLAS R. HOOKLAND, JEANNE F. LOFTIS, JANET KNEELAND, STEVEN M. CARPENTER, LINDA K. GOUGE, SUSAN FORD BURNS, LIN A ZIMMERMAN, JOHN C. ETTER, KEVIN W. LUBY, GRAIG A CRISPIN AND SCOTT CAPLAN as Animal Control Hearing Officers for the Potentially Dangerous Dog Program, Pursuant to Ordinance No. 732
- C-2 ORDER in the Matter of the Sale of Property Acquired by Multnomah County Through the Foreclosure of Liens for Delinquent Taxes
- C-3 ORDER in the Matter of the Distribution of Proceeds from the Sale and Management of Tax Acquired Property for the Period JULY 1, 1992 through DECEMBER 31, 1992
- C-4 ORDER in the Matter of Contract 15722 for the Sale of Certain Real Property to KENNETH V. JAMES AND MELBA S. JAMES, Husband & Wife
- C-5 ORDER in the Matter of Contract 15724 for the Sale of Certain Real Property to: HARRY C. KIRKELIE AND ELAINE J. KIRKELIE, Husband & Wife
- C-6 ORDER in the Matter of the Execution of Deed D930845 for Certain Tax Acquired Property to ANDREAS TSOUMAS
- C-7 ORDER in the Matter of the Execution of Deed D930855 for Certain Tax Acquired Property to: MARVIN W. ALBAUGH
- C-8 ORDER in the Matter of the Execution of Deed D930846 for Certain Tax Acquired Property to: CHARLES E. MEEKER AND ROBERTA J. EDWARDS

REGULAR AGENDA

DEPARTMENT OF SOCIAL SERVICES

- R-1 First Reading and Possible Adoption of an ORDINANCE Amending Ordinance 632, the Multnomah County Youth Services Commission Ordinance, and Creating the Multnomah County Children and Youth Services Commission and Declaring an Emergency

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-2 RESOLUTION in the Matter of Certifying an Estimate of Expenditures for the FY 1993-94 Property Tax Program in Accordance with HB 2338

SERVICE DISTRICTS

(Recess as the Board of County Commissioners and convene as the Governing Body of the (INSERT NAME) Service District

- R-3 ORDER in the Matter of Establishment of a Budget Committee

(Recess as the Governing Body of the (INSERT NAME) Service District and reconvene as the Board of County Commissioners)

NON-DEPARTMENTAL

- R-4 First Reading of an ORDINANCE to Amend Ordinance 738 Modifying the Membership for the Advisory Committee on Animal Control Policies and Procedures
- R-5 RESOLUTION in the Matter of Submitting a Three Year Rate Based Serial Levy to Fund Library Services to the Voters at a Countywide Election (Continued from February 4, 1993)
- R-6 RESOLUTION in the Matter of Submitting to the Voters in a Countywide Election a Three Year Rate Based Serial Levy to Fund Jail Operations (Continued from February 4, 1993)
- R-7 An ORDER of the Board of County Commissioners of Multnomah County, Oregon Calling a Measure Election to Submit to the Electors of the County the Question of Contracting General Obligation Bonded Indebtedness in an Amount Not to Exceed \$31,000,000 to Finance Renovation of the Central Library and Reconstruction/Remodeling of the Midland Branch Library and to Possibly Acquire Additional Land for the Midland Branch Library

PUBLIC COMMENT

- R-8 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.

Friday, February 19, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

WS-3 DEPARTMENT OF HEALTH Budget: Presented by Department of Health and Planning & Budget Staff.

Friday, February 19, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

CONTINUED:

WS-3 DEPARTMENT OF HEALTH Budget: Presented by Department of Health and Planning & Budget Staff.

Meeting Date: FEB 17 1993

Agenda No.: Work Session 1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: BUDGET WORK SESSION

BCC Informal _____ BCC Formal Wednesday Feb. 17 9:30am
(date) (date)

DEPARTMENT Nondepartmental DIVISION Planning & Budget

CONTACT Dave Warren TELEPHONE X-3822

PERSON(S) MAKING PRESENTATION Hank Miggins, Management Support Services
Managers, Planning & Budget Staff

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☐ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 9:30-Noon

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested,
as well as personnel and fiscal/budgetary impacts, if applicable):

Budget Work Session to Discuss Management Support Services Budgets including:
Planning & Budget, Finance, Employee Services, Risk Management, Purchasing,
Labor Relations

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Gladys McCreight

Or

DEPARTMENT MANAGER 4

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 10 AM 11:52
MULTNOMAH COUNTY
OREGON

Steps in AAP Development

1. Develop work force analysis
2. Create job groups
3. Identify labor markets
4. Define local labor market
- ✓ 5. Collect availability data and weight if necessary
6. Compare on job versus available to identify underutilization
7. Set numerical goals and timetables
8. Establish systemic goals and timetables to minimize adverse impact and to establish job-related practices
9. Prepare remaining narrative
10. Conduct adverse impact analyses for last year

BIDDLE & ASSOCIATES'

EEO/AAP ANALYSIS SOFTWARE

These programs for PCs or Networks automate several key functions:

EIGHT FACTOR ANALYSIS PROGRAM

- Establishes final availability for each job group, job title, or other employee group
- Each factor, labor area, and data source is weighted individually
- Data for Factors 1, 2, and 3, once entered, can be recalled for use in other job groups
- Census occupation data can be accessed from your hard-drive, minimizing manual data entry
- The program performs the necessary calculations, ensuring mathematical accuracy
- Documentation for each factor can be printed to proof data entry
- Final availability data is easily stored for use by the other programs in the module.

UTILIZATION ANALYSIS PROGRAM

- Identifies underutilization for planning purposes or EEO litigation or complaints, using three tests: a **visual test** ("any difference rule") identifies whether the current work-force is below availability; a **statistical significance test** identifies whether underutilization is occurring "by chance" or may be an area of greater concern; and **practical significance tests** identify whether underutilization is a severe problem
- Both significance tests use statistical methods established by court decisions
- Sophisticated statistical methods are applied, while the user needs little or no statistical background
- Availability comes from our 8-Factor Analysis program or can be input manually.

GOALS & TIMETABLES PROGRAM

- Establishes realistic goals for hiring qualified individuals from underutilized groups
- Reports are designed to be included in the Affirmative Action Plan
- Aggressive goal setting can be accomplished while maintaining fairness to all groups
- Placement rates can be calculated at or above availability, and the user may override the computer-set placement rate with a more aggressive rate if desired
- Goals are based on forecasted work-force expansion, contraction or turnover rates for each group
- Calculates the number of years to reach the long-term goal based on your projections
- Turnover can be assigned to specific sex/ethnic groups, or across all groups
- Input availability and work-force data manually or through our other programs automatically.

GOALS PROGRESS REPORT PROGRAM

- Can be used to monitor affirmative action efforts, consent decrees, negotiated EEO settlements, or for federal and state agency reviews
- Answers questions: "Were long-range goals met?", "Was the placement rate met?", "What placement rate was attained?", "How many hires are needed to reach the placement rate?"
- Space is provided for description of good faith efforts taken to meet the goals
- Data entry is minimized since information from the Goals & Timetables Program can be automatically recalled into the Goals Progress Report Program.

ADVERSE IMPACT ANALYSIS PROGRAM

- Identifies adverse impact in the overall selection process or in individual selection steps for hires, promotions, disciplines, layoffs, terminations, pay raises or other employee transactions
- Court tested and approved calculations are used, including the **80% rule**, statistical significance tests and practical significance tests (as defined by relevant court decisions)
- Sophisticated analyses are presented in **simple to interpret reports**, regardless of statistical background.



- *Other Programs Available*
 - EEO/AAP Tracking, Test Scoring & Analysis, Job & Pay Analysis
- All programs are sold with a 30-day Money-Back Guarantee.

Self installing diskettes make loading the software on your PC or Network a snap. *Audio Training Tapes*, training data files, and telephone support help you learn the system easily.

GOALS & TIMETABLES-VERSION 6.0
PROGRAM BY BIDDLE AND ASSOCIATES, INC.

JOB/JOB GROUP TITLE: MID-LEVEL MANAGEMENT
TIME PERIOD: CALENDAR YEAR 1989
CASE GROUP NAME: -----CASE NUMBER: 3

CURRENT UTILIZATION

	MEN	WOMEN	WHITE	BLACK	HISP.	ASIAN	A.IND	MIN.	TOTAL
EMPLOYEES (#)	10	63	68	0	4	1	0	5	73
EMPLOYEES (%)	13.7	86.3	93.2	0.0	5.5	1.4	0.0	6.8	#####
AVAILABILITY (%)	80.0	20.0	89.4	3.0	6.0	1.5	.1	10.6	100.0
UNDERUTILIZED ?	YES	NO	NO	YES	YES	YES	YES	YES	#####

GOALS

LONG-RANGE GOAL (%)	80.0			3.0	6.0	1.5	.1	10.6	100.0
LONG-RANGE GOAL (#)	58			2	4	1	<1	8	73
ANNUAL PLACEMENT (%)	80.0			6.0				13.6	#####

TIMETABLES

IF TURNOVER IS 4 (5.5%)

HIRED PER YEAR (#)	3			<1				1	#####
YEARS TO GOAL (#)	15			11				15	#####

IF TURNOVER IS 7 (9.6%)

HIRED PER YEAR (#)	6			<1				1	#####
YEARS TO GOAL (#)	15			7				10	#####

IF TURNOVER IS 15 (20.5%)

HIRED PER YEAR (#)	12			1				2	#####
YEARS TO GOAL (#)	15			3				5	#####

EXPECTED TURNOVER 10 (13.7%)

HIRED PER YEAR (#)	8			1				1	#####
YEARS TO GOAL (#)	15			5				7	#####

AVAILABILITY SOURCE:THIS CASE IS PRINTED USING OPTION B FROM THE MENU

This is case 2 but with the employee numbers reverse for men and women. Then it was saved as case 3 and printed using option B for men. Since men are underutilized and since Option B was used, goals and timetables information prints for them. If Option B was not used, goals and timetables information would not print for them

**Nondepartmental
Affirmative Action
- GOALS -**

GOALS

- Affirmative Action Program: To maintain the Multnomah County Affirmative Action Program, including goal setting and compliance with all federal, state and county regulations.
- Recruitment Outreach: To provide special outreach recruitment efforts to members of groups which are underrepresented in the County workplace.
- Management Consultation Training: To ensure that managers are trained in the Affirmative Action Program, and to provide consultation services as needed.
- Complaint Resolution: To receive, investigate, and adjust as needed in cooperation with management complaints of discrimination.
- Program Evaluation: To evaluate all operating units of the County in order to determine compliance with the Affirmative Action Program, and to recommend any needed changes.
- Disability Coordination: To implement programs for disabled persons and to monitor County services to ensure full compliance with the Americans With Disabilities Act of 1990.

Explanation of Changes

The 1993-94 Budget continues the joint operation of Affirmative Action/EEO programs for both the City of Portland and Multnomah County which began in August 1991. The County share of the budget includes an addition of one FTE Office Assistant 2 which moves from a .50 FTE position in the 1992-93 budget. Half of this position was transferred to support the Metropolitan Human Relations Commission disabilities program in the 1992-93 budget.

PROGRAM SUMMARY

PROGRAM: Affirmative Action Office
 Agency: 050 Non-Dept.
 Organization: 9203 A.A.
 Prepared by: Robert Phillips
 Fund: 100 General

	Actual FY 92-93	Target Request FY 93-94	Total Request FY 93-94
<u>Total:</u>			
Expenditures	148,922	153,927	162,550
Authorized Full-Time Positions	2.50	2.00	3.00
<u>General Fund Discretionary:</u>			
Expenditures	148,922	153,927	162,550
Authorized Full-Time Positions	2.50	2.00	3.00

Workload Measures:

<u>Description</u>	Actual FY 92-93	Target Request FY 93-94	Total Request FY 93-94
* Complete new affirmative action plan, with public reviews.	N/A	100%	100%
* Complete quarterly reviews for five departments and three offices.	N/A	60%	60%
* Provide monitoring and program compliance review of 5 departments and two offices compliance strategies.	N/A	70%	100%
* Increase the use of the internal vs. external compliance process.	N/A	30%	90%
* Field investigation of complaints (42 projected).	N/A	20%	100%
* Provide an exit interview process for for 300 or more employees.	N/A	0%	100%
* Computerize all EEO/A.A. Data to assure greater accuracy in reporting and monitoring.	N/A	40%	100%
* Schedule and provide or coordinate Affirmative Action training for 3,000 non-exempt employees (152 training sessions).	N/A	40%	100%

ADD Package Justification

(5100) One Full Time FTE Office Assistant 2:

There exists a need in the Affirmative Action Office for a full FTE Office Assistant to compile and monitor statistical data. This is in light of the most recent Supreme Court decision which stated that Presidential Executive Order 11246, as amended, and its implementing regulations 41 C.F.R. Part 60-1, as last amended effective February 12, 1980, must be properly implemented to satisfy constitutional standards relating to affirmative action. The staffing of this position will assure that the County's Plan is "narrowly tailored" to achieve appropriate protected class balance, without "unnecessarily trammel" on the rights of any employee, by maintaining adequate statistics to give justification to the program as required by governmental regulations.

In Watson vs. Fort Worth Bank and Trust, 108 S. Ct. 2777, 2790 (1988), Justice O'Connor identified the most common frailties of statistical analyses:

1. Small data sets;
2. incomplete data sets; and
3. inadequate statistical techniques.

This particular problem was a major factor in the L. D. Mattson, Inc. v. Multnomah County, U. S. District Court opinion, Civil No. 88-414-RE, which found the County's statistics to be an inadequate basis to establish justification for a set-aside program. Additionally in this case, the Court stated that because the County's "statistics do not show significant disparity, based on an inadequate statistical base, the County's program violated the equal protection clause of the Fourteenth Amendment of the United States Constitution."

Furthermore, accurate statistical data is needed for the following reasons:

1. Section 4D of Uniform Guidelines states:

"Where the user has not maintained data on adverse impact as required by the ... guidelines, the Federal enforcement agencies may draw an inference of adverse impact on the selection process from the failure of the user to maintain such data, if the user has an underutilization of a group in the job category...."

2. Required component of an Affirmative Action Plan to identify where goals and timetables are needed to correct problems.
3. Threshold test for adverse impact/disparate treatment in EEO litigation.

U. S. Supreme Court in Wards Cove Packing Co. v. Atonio, June 1989: "It is such a comparison - between the racial composition of the qualified persons in the labor market and the person holding at-issue jobs - that generally forms the proper basis for the initial inquiry in a disparate impact case."

4. Defense/rebuttal threshold test in item 3, above.

In response to the above issues, which create major legal risks for the County, the Affirmative Action Office has purchased from Biddle & Associates an affirmative action data base system to bring its program into compliance with the federal regulations, while reducing legal risk (see the EEO/AAP Analysis Software information sheet attached).

In order to implement this data base program, we are in need of the full FTE Office Assistant, as requested in the 1992-93 Proposed Budget.

The authorization of the position would allow us to proceed in completing the new affirmative action plan, which is pending incorporation of the data; and have a staff to train so that the data can be tailored to departments, divisions and work unit needs.

(6310) Education & Training:

Education and training for the Affirmative Action Office is not an option, but a "must requirement to stay updated on new interpretations of state and federal laws. A lack of funding in this area would force the office to depend on old data, and increase legal risk through bad or poor advice. Additionally, the training has a cost benefit, in that the information obtained is used in management and supervisory training.

(6330) Travel:

No dollars were allocated for travel in the 1992-93 budget. This required a transfer of dollars from other categories to cover this expense. The office staff, in most situations, uses personal transportation for traveling to departments throughout the county, and should receive proper reimbursements.

Cut Package Impact

A 5% reduction would result in the loss of the .50 FTE Office Assistant 2 position. This reduction would have serious impact on our data needed to meet the legal requirements of the plan.

The County has made substantial gains in enhancing its affirmative action program during the last years, but much work has yet to be accomplished. The loss of this position would hurt our effort to deliver a quality program to County departments and offices, through data and technical support.

EXHIBIT A
INTERGOVERNMENTAL AGREEMENT
BETWEEN
CITY OF PORTLAND
AND
MULTNOMAH COUNTY

This Agreement, entered into as of this first day of July 1991 by and between the Multnomah County, hereinafter referred to as the "County" and the City of Portland, hereinafter referred to as the "City."

RECITALS

1. The basic responsibility of the Affirmative Action programs of the City and County is to assist the City and County to achieve and maintain a diverse and representative work force and to assist the Training Officers for the City and County in coordinating and providing training and educational opportunities for the City and County regarding equal employment opportunity issues (e.g. Workforce 2000, sexual harassment, Americans With Disabilities, etc.).
2. Consolidation of the Affirmative Action Programs of the City and County will reduce program duplication among the two governments, while assuring that each government meets the regulatory requirement for having an office that monitors, reports, plans and implements program strategies, and provides creative solutions to work force and service programs diversity.
3. The combined strengths of the two programs through the staffing support and resources will demonstrate to the public, our employees, contractors and compliance agencies our desire to achieve the goals of equal opportunity employment and program delivery for all persons regardless of their protective status.

NOW, THEREFORE, the parties agree as follows:

I. Term

The term of this Agreement shall be July 1, 1991 through June 30, 1992. The agreement shall continue in force until terminated or replaced. It is contemplated that this joint effort between the County and City will be ongoing, and this Agreement shall continue absent annual formal notice from either the City or County by January 1 of each year.

II. Scope of Agreement

Description of Responsibilities

1. The Board of County Commissioners and the City Council agree to maintain a joint Affirmative Action Program, and the County Affirmative Action Officer (hereinafter "Affirmative Action Officer") shall become the County-City Affirmative Action Officer. The joint program shall be located in the space currently housing the City Affirmative Action Program in City Hall.

2. The Affirmative Action Officer shall be responsible to the County Chair and the Mayor.
3. Multnomah County shall commit \$124,461 in resources for the joint City-County Affirmative Action Program in FY 1991-92, which includes two authorized full-time positions (Affirmative Action Officer and Management Analyst). The County shall pay the wages for these positions and be responsible for providing workers' compensation insurance coverage for these workers. The County shall remain the appointing authority for the County positions and County Civil Service rules and regulations shall apply to these positions.
4. The City shall commit \$186,773 in resources for the joint City-County Affirmative Action Program in FY 1991-92, which includes three authorized full-time positions (two Personnel Analysts and Staff Assistant). The City shall pay the wages for these positions and be responsible for providing workers' compensation insurance coverage for these workers. The City shall remain the appointing authority for the City positions and City Civil Service rules and regulations shall apply to these positions.
5. The County shall be responsible for all personnel services costs (including all salary, benefits, workers' compensation insurance) and of the County staff, and the City shall be responsible for all personnel services costs (including all salary, benefits, and workers' compensation insurance) of the City staff.

If the time spent by the Affirmative Action staff on City and County issues differs from the allocation of time detailed in the agreed-upon budget for the joint Affirmative Action program, a reimbursement will be coordinated between the two agencies during the fourth quarter of the fiscal year. This process shall be known as a personal services cost adjustment.

6. The City shall be responsible for the materials and services budget, ensuring that materials and services essential to the program are obtained and shall quarterly bill the County for actual materials and services expenditures based on the approved program budgets each fiscal year.
7. The City and County agree to discuss any proposed organizational or financial commitment changes prior to formal action on the part of either party. Any such formal actions shall be done by amendment to this Agreement pursuant to Section V. of this Agreement.
8. The Affirmative Action Officer shall prepare and submit to the Mayor and County Chair a status report no later than January 1, 1992. The report shall discuss the results and accomplishments of the cooperative effort, and shall include recommendations for potential improvements in the program, continuation or termination of the cooperative program.
9. The Mayor and County Chair shall jointly present the status report to the City Council and Board of Commissioners, together with their mutual recommendations for the future of the joint effort at such time that decisions can be incorporated into the agencies' respective FY 1992-93 budgets.

III. Early Termination of Agreement

All or part of this contract may be terminated by mutual consent by both parties.

IV. Payment on Early Termination

In the event of termination under Section III, the County shall reimburse the City for actual materials and services costs incurred prior to termination pursuant to the County's obligation in II. 6., above.

In the event of termination under Section III, the City and County shall reimburse one another for any personnel services costs adjustments agreed upon pursuant to II. 5., above.

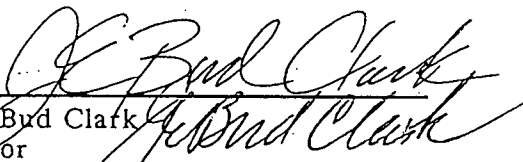
V. Amendment to Agreement

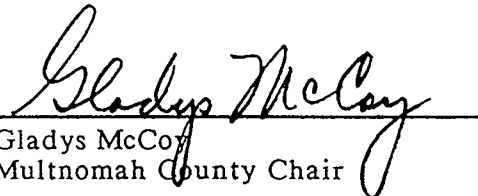
The City and County may amend this Agreement from time to time by mutual written agreement.

IN WITNESS WHEREOF, the City and the County have executed this Agreement as of the date first above written.

CITY OF PORTLAND, OREGON


MULTNOMAH COUNTY

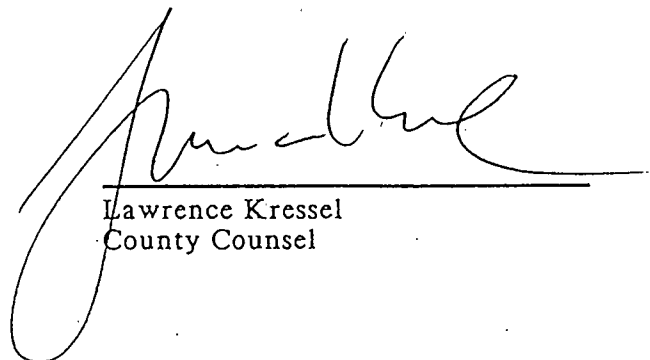

J.E. Bud Clark
Mayor


Gladys McCoy
Multnomah County Chair


Barbara Clark, City Auditor

APPROVED AS TO FORM:


Jeffrey L. Rogers
City Attorney *Deputy*


Lawrence Kressel
County Counsel

RATIFIED
Multnomah County Board
of Commissioners
R-4 7-25-91

ORDINANCE No. 164467

*Authorize an Intergovernmental Agreement between the City of Portland and Multnomah County for consolidation of Affirmative Action Programs. (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. In response to the passage of Ballot Measure 5, the City and County have been reviewing and discussing consolidating certain functions to enhance and/or eliminate duplicative services.
2. It has been determined that the Affirmative Action Programs of the City and County would benefit from consolidation.
3. The Multnomah County Board of Commissioners has committed \$124,461 in resources for the joint City-County Affirmative Action Program in FY 1991-92, which includes two authorized full-time positions.
4. The City has committed \$186,773 in resources for the joint City-County Affirmative Action Program in FY 1991-92, which includes three authorized full-time positions.
5. The joint program shall be located in the space currently housing the City Affirmative Action Program in City Hall.
6. The incumbent County Affirmative Action Officer shall become the City-County Affirmative Action.

NOW, THEREFORE, the Council directs:

- a. The Mayor and Auditor are hereby authorized to execute an Intergovernmental Agreement, attached hereto as Exhibit A, with Multnomah County to maintain a joint Affirmative Action Program.

Section 2. The Council declares that an emergency exists in order that a joint Affirmative Action Program may be implemented without delay; therefore, this Ordinance shall be in force and effect from and after its passage by the Council.

Passed by the Council, JUL 17 1991

Mayor J.E. Bud Clark

SCB:JT

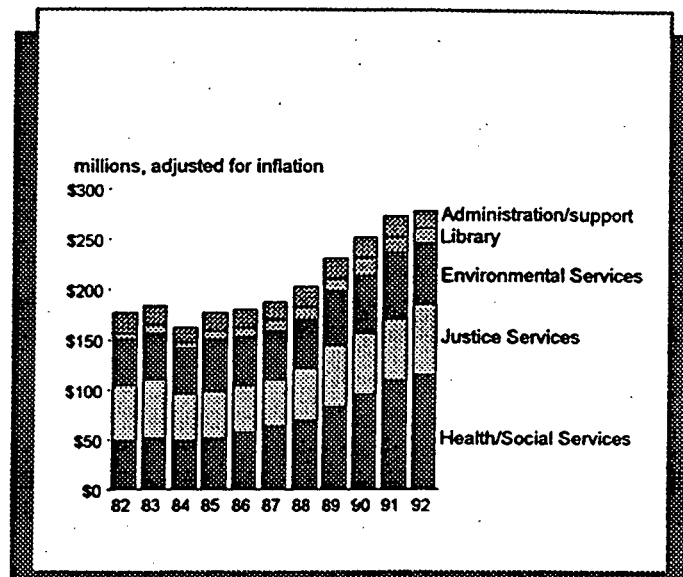
July 11, 1991

BARBARA CLARK

Auditor of the City of Portland

By *Britta Olson* Deputy

Program expenditures
Spending for health and social services grew faster than any other program area.



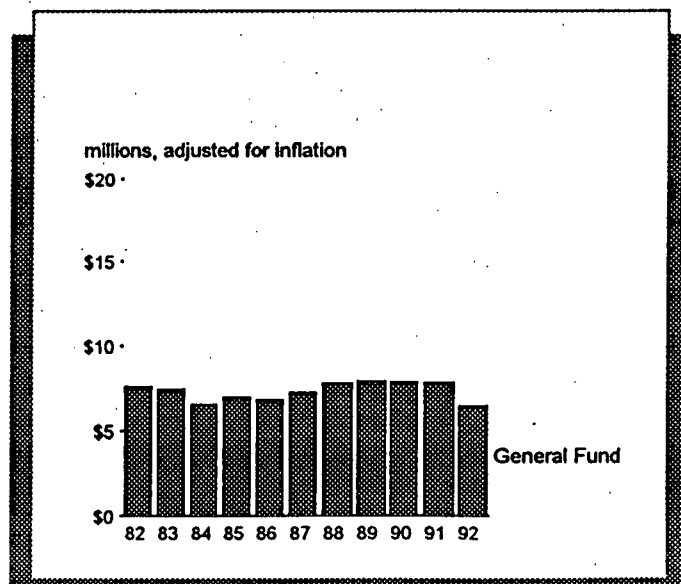
Program expenditures reflect allocation decisions among service responsibilities. Because of reorganizations, past program spending was adjusted to reflect the current County organization. Increased expenditures can result from local initiatives, or from increased responsibility from State or Federal authorities. The level of program expenditures is one indicator of service level solvency. A decline in expenditures may indicate that, if efficiency improvements did not occur, the level of services to the public may also be declining.

Analysis

Like revenues, expenditures have increased faster than inflation over the past eleven years, with the largest increases in health and social services. The trend shows an increase in justice services after responsibility for the Courts was transferred to the State. Environmental services also grew over the eleven year period, mostly for roads and bridges. Despite large increases elsewhere, costs remained relatively constant for administration and support services. The following exhibits show the allocation of local revenues distinct from the spending of State or Federal revenues for each of the major program areas.

Administration/Support

Despite large increases in other County programs, spending in this area has remained relatively constant. However, increases of administration and support staff at the department level could also be occurring. Financed almost entirely with General Fund dollars, this program area provides services such as personnel, payroll, finance, budget, the Board and staff, Auditor's Office, and purchasing. The cost for some of these services is recovered from State and Federal funds through overhead charges, which we were not able to distinguish. Reductions in FY92 reflect cuts in many areas of administration and support.



2-17-93

MSS-Handout #2

DIVISION FINANCE

PROGRAM FINANCE ADMINISTRATION

CLIENTS CHAIR, BOARD, DEPTS, LIBRARY RETIREES, DEFERRED COMP PARTICIPANTS
 FTE 3
 94 CSL BUDGET 187,568
 GENERAL FUND 168,342

PROGRAM ACCOUNTS PAYABLE

CLIENTS VENDORS, CONTRACTORS, COUNTY & OTHER GOVERNMENTAL AGENCIES,
 FTE 8
 94 CSL BUDGET 343,324
 GENERAL FUND 343,324

PROGRAM GENERAL LEDGER ACCOUNTING

CLIENTS COUNTY & GRANTOR AGENCIES, AGENCIES PURCHASING COUNTY OBLIGATIONS
 FTE 5
 94 CSL BUDGET 379,735
 GENERAL FUND 379,735

PROGRAM ACCOUNTS RECEIVABLE

CLIENTS COUNTY DEPARTMENTS
 FTE 1
 94 CSL BUDGET 60,687
 GENERAL FUND 60,687

PROGRAM TREASURY

CLIENTS COUNTY DEPTS, FINANCIAL & RATING INSTITUTIONS, PROBATIONERS
 FTE 4
 94 CSL BUDGET 276,842
 GENERAL FUND 276,842

PROGRAM PAYROLL

CLIENTS COUNTY EMPLOYEES & DEPTS
 FTE 5
 94 CSL BUDGET 260,062
 GENERAL FUND 260,062

PROGRAM TRUST & FIDUCIARY

CLIENTS TAXING DISTRICTS WITHIN COUNTY, CITIZENS USING COUNTY'S FIDUCIARY
 RESPONSIBILITIES IMPOSED BY STATE LAW, LIEN DEPOSITS, ABANDONED
 PROPERTY, ROCN, PUBLIC GUARDIAN
 FTE 2
 94 CSL BUDGET 106,522
 GENERAL FUND 106,522

DIVISION **EMPLOYEE SERVICES**

PROGRAM **PERSONNEL 7510**

CLIENTS	ALL MANAGERS, SUPERVISORS, EMPLOYEES, APPLICANTS
FTE	11
94 CSL BUDGET	660,713
GENERAL FUND	660,713

PROGRAM **TRAINING 7512**

CLIENTS	ALL MANAGERS, SUPERVISORS, EMPLOYEES
FTE	1
94 CSL BUDGET	115,179
GENERAL FUND	115,179

PROGRAM **WORD PROCESSING 7020**

CLIENTS	ALL MANAGERS, SUPERVISORS, EMPLOYEES, ATTORNEYS
FTE	3
94 CSL BUDGET	117,972
GENERAL FUND	117,972

PROGRAM **HEALTH/BENEFITS 7234**

CLIENTS	ALL EMPLOYEES
FTE	6
94 CSL BUDGET	578,528
GENERAL FUND	0

DIVISION LABOR RELATIONS

PROGRAM LABOR RELATIONS 7220

CLIENTS	CHAIR, BOARD, MANAGERS, SUPERVISORS
FTE	4
94 CSL BUDGET	278,220
GENERAL FUND	278,220

DIVISION RISK MANAGEMENT

PROGRAM ADMINISTRATION

CLIENTS	DEPARTMENTS, EMPLOYEES, PUBLIC USING COUNTY FACILITIES & SERVICES
FTE	3
94 CSL BUDGET	407,364
GENERAL FUND	0

PROGRAM LIABILITY

CLIENTS	DEPARTMENTS, EMPLOYEES, PUBLIC USING COUNTY FACILITIES & SERVICES
FTE	0
94 CSL BUDGET	123,950
GENERAL FUND	0

PROGRAM PROPERTY

CLIENTS	DEPARTMENTS, PUBLIC USING COUNTY FACILITIES & SERVICES
FTE	0
94 CSL BUDGET	187,000
GENERAL FUND	0

PROGRAM WORKERS COMPENSATION

CLIENTS	DEPARTMENTS, EMPLOYEES, INMATES, VOLUNTEERS
FTE	3
94 CSL BUDGET	492,657
GENERAL FUND	0

DIVISION **BUDGET 9210**

PROGRAM **BUDGET**

CLIENTS	CHAIR, BOARD, DEPARTMENT MANAGERS AND STAFF
FTE	9
94 CSL BUDGET	556,709
GENERAL FUND	556,709

DIVISION **PURCHASING**

PROGRAM **PURCHASING 7440**

CLIENTS	COUNTY AGENCIES, VENDORS, CONTRACTORS
FTE	15
94 CSL BUDGET	729,360
GENERAL FUND	729,360

PROGRAM **CONTRACTS 7445**

CLIENTS	COUNTY AGENCIES
FTE	2
94 CSL BUDGET	100,495
GENERAL FUND	100,495

PROGRAM **STORES 7650**

CLIENTS	COUNTY AND OTHER GOVERNMENTAL AGENCIES
FTE	5
94 CSL BUDGET	199,793
GENERAL FUND	199,793