

ANNOTATED MINUTES

Thursday, August 29, 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 Commissioner Serena Cruz present, Commissioner Lisa Naito participating via speakerphone, and Commissioner Maria Rojo de Steffey excused.

REGULAR AGENDA PUBLIC COMMENT

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

NO ONE WISHED TO COMMENT.

DEPARTMENT OF COUNTY HUMAN SERVICES

R-1 Budget Modification CHS_02 Reducing Developmental Disabilities Division Budget by \$602,146 to Reflect Changes in the State Mental Health Intergovernmental Agreement (#26-001) in Financial Assistant Agreement (FAA) #50 Relating to Match for Service Element 48 Case Management, Net Reduction of 11.61 FTE

COMMISSIONER CRUZ MOVED AND COMMISSIONER NAITO SECONDED, APPROVAL OF R-1 FOR PURPOSES OF DISCUSSION. COMMISSIONER NAITO EXPLAINED SHE WANTS TO DELAY THIS ITEM IN ORDER TO OBTAIN ADDITIONAL INFORMATION, AND THAT SHE WOULD LIKE TO HAVE A BOARD DISCUSSION ON THE BOARDER POLICY ISSUE OF STATE FUNDING CUTS TO EXISTING COUNTY PROGRAMS. JOHN BALL ADVISED THAT THIS IS NOT A TIME CRITICAL BUDGET MODIFICATION, AND THAT THE DEPARTMENT WOULD BE HAPPY TO PROVIDE ADDITIONAL

INFORMATION, AND TO PARTICIPATE IN A FUTURE DISCUSSION OF THE BROADER POLICY ISSUES. UPON MOTION OF COMMISSIONER NAITO, SECONDED BY COMMISSIONER ROBERTS, CONSIDERATION OF THE BUDGET MODIFICATION WAS UNANIMOUSLY CONTINUED TO THURSDAY, SEPTEMBER 19, 2002.

- R-2 Budget Modification CHS_03 Cutting .80 FTE Program Development Specialist in the Director's Office and Transferring Funds to Financial Services Unit to Fund 1.0 FTE Finance Specialist 1 for Payroll, Net Increase of .20 FTE

COMMISSIONER NAITO MOVED AND COMMISSIONER ROBERTS SECONDED, APPROVAL OF R-2. JOHN BALL EXPLANATION. BUDGET MODIFICATION UNANIMOUSLY APPROVED.

DEPARTMENT OF HEALTH

- R-3 Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapters 21.150, 21.152, 21.605 and 21.612 Relating to Swimming Pool and Food Service Licenses and Fees

ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER CRUZ MOVED AND COMMISSIONER NAITO SECONDED, APPROVAL OF SECOND READING AND ADOPTION. EXPLANATION PROVIDED AT FIRST READING LAST WEEK. LILA WICKHAM WAS AVAILABLE TO ANSWER ANY QUESTIONS. NO ONE WISHED TO TESTIFY. ORDINANCE 989 UNANIMOUSLY ADOPTED.

- R-4 RESOLUTION Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 00-119

COMMISSIONER NAITO MOVED AND COMMISSIONER CRUZ SECONDED, APPROVAL OF R-4. ENVIRONMENTAL HEALTH SERVICES MANAGER LILA WICKHAM AND FOOD SERVICE ADVISORY COMMITTEE MEMBER RUTH

LINDSAY-JONES EXPLANATION AND RESPONSE TO BOARD QUESTIONS ON ISSUES INCLUDING NEED FOR ADDITIONAL REVENUE VIA THE PROPOSED 5% INCREASE IN LICENSE FACILITY FEES TO RECOVER ADMINISTRATIVE COSTS AND ALLOW FOR RECOVERY AND REDUCTION OF ADMINISTRATIVE COLLECTION TIME AND TO INCREASE FUNDS AVAILABLE FOR HEALTH AND SAFETY INSPECTION PURPOSES; JANUARY 1, 2003 EFFECTIVE DATE; INCREASE WOULD GENERATE \$28,000 FOR NEXT FISCAL YEAR; WHETHER PUBLIC INFORMATION CAN BE SENT OUT AHEAD OF TIME REGARDING A PROPOSED FEE INCREASE; THE MAILING RENEWAL NOTICE PROCESS; ROLE OF FOOD SERVICE ADVISORY COMMITTEE FOR GUIDANCE AND OUTREACH; HOW DIVISION COMMUNICATES WITH INDUSTRY VIA NEWSLETTERS AND RENEWAL NOTICES; COST OF SENDING NOTICES TO THE 8,000 OPERATORS IN THE COUNTY IS \$2,800. CHAIR LINN DIRECTED STAFF TO CONTACT GINA MATTIODA OF THE PUBLIC AFFAIRS OFFICE FOR ASSISTANCE WITH CREATION OF AN INFORMATION SHEET TO BE SENT OUT PRIOR TO FUTURE FEE INCREASES. COMMISSIONER NAITO SUGGESTED THAT THE CHAIR ESTABLISH AN EXECUTIVE RULE THAT REQUIRES PUBLIC INPUT BEFORE FUTURE FEE INCREASES COME BEFORE THE BOARD. RESOLUTION 02-118 UNANIMOUSLY ADOPTED.

NON-DEPARTMENTAL

R-5 RESOLUTION Adopting Rules for Board Meetings and Repealing Resolution 99-74

COMMISSIONER CRUZ MOVED AND COMMISSIONER NAITO SECONDED, APPROVAL OF R-5. TOM SPONSLER EXPLANATION. COMMISSIONER NAITO SUGGESTED THAT THE BOARD BE PROVIDED WITH REDLINED VERSIONS OF FUTURE PROPOSED RULES

**CHANGES. RESOLUTION 02-119 UNANIMOUSLY
ADOPTED.**

*There being no further business, the regular meeting was adjourned and the
briefing was convened at 10:03 a.m.*

Thursday, August 29, 2002 - 9:45 AM
(OR IMMEDIATELY FOLLOWING REGULAR MEETING)
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

BOARD BRIEFING

- B-1 Demonstration on the Housing Connections Web-based Housing Information System which Connects People to Available, Affordable, Accessible and Special Needs Housing. <http://www.housingconnections.org>. Presented by Andy Miller and Tracy Lehto.

**COMMISSIONER CRUZ, ANDY MILLER, TRACY
LEHTO AND MAY SIMEONE DEMONSTRATION
PRESENTATION AND RESPONSE TO BOARD
QUESTIONS AND DISCUSSION ON PHASE I OF
PROJECT TO PROVIDE INTERNET ACCESS TO
AVAILABLE HOUSING IN THE PORTLAND
METRO AREA, INCLUDING PLANS TO INCREASE
INVENTORY, INCLUDING SPECIAL ELIGIBILITY
UNITS, FOR THE DEVELOPMENTALLY
DISABLED AND OTHERS; TRAINING AND
EMPOWERING COUNTY CLIENTS, SUCH AS LOW
INCOME WOMEN IN RECOVERY, TO USE THIS
TOOL TO LOCATE HOUSING; LAUNCHING SITE
AND PROVIDING STAFF TRAINING AT VARIOUS
COUNTY LIBRARIES; ONGOING OUTREACH AND
ACCESS EFFORTS; AND PLANS TO WORK WITH
THE COUNTY ON THE HOMELESS ISSUE.**

There being no further business, the meeting was adjourned at 10:40 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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AUGUST 29, 2002

BOARD MEETING

FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:30 a.m. Thursday Opportunity for Public Comment on Non-Agenda Matters
Pg 2	9:35 a.m. Thursday Second Reading and Possible Adoption of Amendments to MCC 21, Health, Relating to Swimming Pool and Food Service Licenses and Fees
Pg 2	9:35 a.m. Thursday Resolution Establishing Fees and Charges for Chapter 21, Health
Pg 2	9:40 a.m. Thursday Resolution Adopting Rules for Board Meetings
Pg 3	9:45 a.m. Thursday Demonstration on the Housing Connections Web-based Housing Information System

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
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Sunday, 11:00 AM, Channel 30

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DEPARTMENT OF COUNTY HUMAN SERVICES - 9:30 AM

R-1 Budget Modification CHS_02 Reducing Developmental Disabilities Division Budget by \$602,146 to Reflect Changes in the State Mental Health Intergovernmental Agreement (#26-001) in Financial Assistant Agreement (FAA) #50 Relating to Match for Service Element 48 Case Management, Net Reduction of 11.61 FTE

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DEPARTMENT OF HEALTH - 9:35 AM

R-3 Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapters 21.150, 21.152, 21.605 and 21.612 Relating to Swimming Pool and Food Service Licenses and Fees

R-4 RESOLUTION Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 00-119

NON-DEPARTMENTAL - 9:40 AM

R-5 RESOLUTION Adopting Rules for Board Meetings and Repealing Resolution 99-74

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BOARD BRIEFING

- B-1 Demonstration on the Housing Connections Web-based Housing Information System which Connects People to Available, Affordable, Accessible and Special Needs Housing. <http://www.housingconnections.org>. Presented by Andy Miller and Tracy Lehto. 30 MINUTES REQUESTED.



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
501 SE HAWTHORNE BLVD, Room 600
PORTLAND, OREGON 97204
(503) 988-5217

LISA NAITO • DISTRICT 3 COMMISSIONER

MEMORANDUM

TO: Chair Diane Linn
Commissioner Maria Rojo de Steffey
Commissioner Serena Cruz
Commissioner Lonnie Roberts
Board Clerk Deb Bogstad

FROM: Carol Wessinger
Staff to Commissioner Lisa Naito

DATE: July 30, 2002

RE: Board Attendance by Conference Call

Commissioner Naito will be unable to attend Board Meetings August 15, 22 & 29, 2002. She will be participating in the meetings and voting by phone.

Commissioner Naito will be recovering from back surgery at home for one month per doctor's orders.



Maria Rojo de Steffey
Multnomah County Commissioner, District 1

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MEMORANDUM

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

FROM: R. Lyne Martin
Staff to Commissioner Maria Rojo de Steffey

DATE: August 13, 2002

RE: Board/Briefing Meeting Absence

Commissioner Maria Rojo de Steffey will be on vacation August 26th thru September 3rd and unable to participate in the scheduled Board meeting. Should a briefing be scheduled on Tuesday September 3rd, please excuse her.

Cc:Staff

BUDGET MODIFICATION: **CHS-02**

(For Clerk's Use) Meeting Date: **August 29, 2002**

FY02/03

Agenda No.: **R-1**

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR: _____ (Date)

DEPARTMENT: COUNTY HUMAN SERVICES DIVISION: N/A

CONTACT: CHRIS YAGER PHONE: 26777

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Don Carlson

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)
Budget Modification CHS02 reduces Developmental Disabilities Division budget by \$602,146 to reflect changes in the State Mental Health Intergovernmental Agreement (#26-001) in Financial Assistant Agreement (FAA) #50 relating to match for service element 48 Case Management, net reduction of 11.61 FTE.

2. DESCRIPTION OF MODIFICATION: [Explain the changes being made: What budget does it increase / decrease? What do the changes accomplish? Where does the money come from?]
[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Local matching funds are used by the State to match for Title XIX (Medicaid) to increase Service Element 48 (Case Management) funds. FAA #50; received in late May; unexpectedly reduced the amount of matching funds in the Biennium. \$80,214 however; was received in service element 147 Quality Assurance for Intake & Protective Services Program. The State also agreed to convert DD 54 Employment & Alternative Services from FY02 and award the funds in FY03 in DD 48 (\$251,163) to offset the reduction in match.

Budget Modification CHS02 decreases personnel expenditures by \$648,748. The personnel reductions are in Division Administration \$77,916 (1.44 FTE); Crisis & Long-term Services \$197,727 (3.77 FTE); Intake & Protective Services \$115,950 (1.92 FTE); Children's Services \$161,029 (2.88 FTE); and Comprehensive Services \$109,180 (1.92 FTE). In order to accomplish FTE reductions, \$81,867 of Local Admin was moved from Division Administration to Crisis & Long-term Care. A Program Development Specialist position was moved from Medicaid & Quality Assurance to Intake & Protective Services along with associated materials & supplies. Personnel expenditures increase by \$13,053 for a .32 FTE Temporary Case Manager 2 position in Medicaid & Quality Assurance. This modification also reduces associated materials & supplies by \$28,542 in the related programs. Professional services increase by \$22,385 in Intake & Protective Services. Intake & Protective Services Premium increases by \$52,759 with corresponding reduction in personnel identified above. A Case Manager 2 in Children's Services was replaced with a Program Development Specialist in the Crisis and Long-term Care.

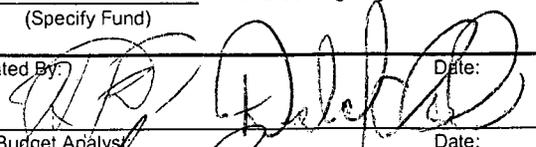
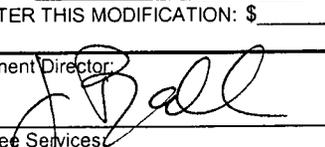
Budget Modification CHS02 decreases services reimbursements from the Fed State fund to the following funds: Insurance Fund by \$129,724; Fleet Fund by \$4,217; Telephone Fund by \$6,504; and Distribution Fund by \$2,082.

3. REVENUE IMPACT: [Explain revenues being changed and reason for the change]

Decrease State Mental Health Grant	(\$602,146)
Decrease Svs Reim F/S to Insurance Fund	(\$129,724)
Decrease Svs Reim F/S to Fleet Fund	(\$4,217)
Decrease Svs Reim F/S to Telephone Fund	(\$6,504)
Decrease Svs Reim F/S to Distribution Fund	(\$2,082)
TOTAL	(\$744,673)

4. CONTINGENCY STATUS [To Be Completed by Budget & Planning]

_____ Fund Contingency BEFORE THIS MODIFICATION (as of _____): \$ _____
 (Specify Fund) AFTER THIS MODIFICATION: \$ _____

Originated By:  Date: <u>8/12/02</u>	Department Director:  Date: <u>8/12/02</u>
Plan / Budget Analyst:  Date: <u>8/20/02</u>	Employee Services: _____ Date: _____
Board Approval: _____ Date: _____	

**BUDGET MODIFICATION CHS_02
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	81048			DD IPS 48	60000	0	(52,759)	(52,759)		Permanent (706364)
2	20-50	81048			DD IPS 48	60120	0	52,759	52,759		Premium
3											
4	70-80	3500		705210		60330		(129,724)	(129,724)		Insurance
5	70-80	3500		705210		50316		129,724	129,724	0	Service Reim Insurance Fund
6											
7	20-50	80001			DD ADM LA	60000	0	(77,916)	(77,916)		Permanent (703351 &704574)
8	20-50	80001			DD ADM LA	50190	(397,719)	(315,852)	81,867		IG Fed Thru State
9	20-50	80001			DD ADM LA	60180	1,922	1,395	(527)		Printing
10	20-50	80001			DD ADM LA	60240	2,700	2,088	(612)		Supplies
11	20-50	80001			DD ADM LA	60260	1,125	750	(375)		Education & Trianing
12	20-50	80001			DD ADM LA	60270	2,003	1,338	(665)		Local Travel
13	20-50	80001			DD ADM LA	60370	1,659	759	(900)		Telephone
14	20-50	80001			DD ADM LA	60410	2,273	1,689	(584)		Motor Pool
15	20-50	80001			DD ADM LA	60460	981	693	(288)	0	Distribution Postage
16											
17	20-50	80001			DD CLT LA	60000	0	77,916	77,916		Permanent (705237)
18	20-50	80001			DD CLT LA	50190	0	(81,867)	(81,867)		IG Fed Thru State
19	20-50	80001			DD CLT LA	60180	0	527	527		Printing
20	20-50	80001			DD CLT LA	60240	0	612	612		Supplies
21	20-50	80001			DD CLT LA	60260	0	375	375		Education & Trianing
22	20-50	80001			DD CLT LA	60270	0	665	665		Local Travel
23	20-50	80001			DD CLT LA	60370	0	900	900		Telephone
24	20-50	80001			DD CLT LA	60410	0	584	584		Motor Pool
25	20-50	80001			DD CLT LA	60460	0	288	288	0	Distribution Postage
26											
27	20-50	81048			DD CLT 48	60000	980,619	701,976	(278,643)		Permanent (Multiple)
28	20-50	81048			DD CLT 48	60180	7,686	5,605	(2,081)		Printing
29	20-50	81048			DD CLT 48	60240	10,800	8,381	(2,419)		Supplies
								(283,143)		0	Total - Page 1
								0	0	0	GRAND TOTAL

BUDGET MODIFICATION CHS_02
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	20-50	81048			DD CLT 48	60260	4,500	3,017	(1,483)		Education & Training
31	20-50	81048			DD CLT 48	60270	8,010	5,383	(2,627)		Local Travel
32	20-50	81048			DD CLT 48	60370	12,636	9,078	(3,558)		Telephone
33	20-50	81048			DD CLT 48	60410	9,090	6,783	(2,307)		Motor Pool
34	20-50	81048			DD CLT 48	60460	3,924	2,785	(1,139)		Distribution Postage
35	20-50	81048			DD CLT 48	50190	(1,143,883)	(849,626)	294,257	0	IG Fed Thru State
36											
37	20-50	81048			DD IPS 48	60000	0	(63,191)	(63,191)		Permanent (705962)
38	20-50	81048			DD IPS 48	60180	5,124	4,805	(319)		Printing
39	20-50	81048			DD IPS 48	60240	7,200	6,829	(371)		Supplies
40	20-50	81048			DD IPS 48	60260	3,000	2,772	(228)		Education & Training
41	20-50	81048			DD IPS 48	60270	5,340	4,937	(403)		Local Travel
42	20-50	81048			DD IPS 48	60370	8,424	7,878	(546)		Telephone
43	20-50	81048			DD IPS 48	60410	6,060	5,706	(354)		Motor Pool
44	20-50	81048			DD IPS 48	60460	2,616	2,441	(175)		Distribution Postage
45	20-50	81048			DD IPS 48	50190	(929,445)	(863,858)	65,587	0	IG Fed Thru State
46											
47	20-50	81048			DD CLT 48	60100	0	2,679	2,679		Temporary 709932
48	20-50	81048			DD CLT 48	60135	0	241	241		Non-Base Fringe
49	20-50	81048			DD CLT 48	60145	0	80	80		Non-Base Insurance
50	20-50	81048			DD CLT 48	50190	0	(3,000)	(3,000)	0	IG- Fed thru State
51											
52	20-50	81048			DD MQA NIS 48	60100	0	11,654	11,654		Temporary 709933
53	20-50	81048			DD MQA NIS 48	60135	0	1,049	1,049		Non-Base Fringe
54	20-50	81048			DD MQA NIS 48	60145	0	350	350		Non-Base Insurance
55	20-50	81048			DD MQA NIS 48	50190	0	(13,053)	(13,053)	0	IG- Fed thru State
56	20-50	81048			DD MQA QA 48	60000	0	(55,292)	(55,388)		Permanent (702763) move to IPS HR org
57	20-50	81048			DD MQA QA 48	60180	854	503	(351)		Printing
58	20-50	81048			DD MQA QA 48	60240	1,200	792	(408)		Supplies
									226,996	0	Total - Page 2
									0	0	GRAND TOTAL

BUDGET MODIFICATION CHS_02 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						
59	20-50	81048			DD MQA QA 48	60260	500	250	(250)		Education & Training
60	20-50	81048			DD MQA QA 48	60270	890	447	(443)		Local Travel
61	20-50	81048			DD MQA QA 48	60370	1,404	804	(600)		Telephone
62	20-50	81048			DD MQA QA 48	60410	1,010	621	(389)		Motor Pool
63	20-50	81048			DD MQA QA 48	50190	(136,071)	(78,242)	57,829	0	IG Fed Thru State
64											
65	20-50	81048			DD KIDS 48	60000	0	(161,029)	(161,029)		Permanent (7000388, 709732, 707343)
66	20-50	81048			DD KIDS 48	60180	8,632	7,930	(702)		Printing
67	20-50	81048			DD KIDS 48	60240	12,242	11,426	(816)		Supplies
68	20-50	81048			DD KIDS 48	60260	3,732	3,232	(500)		Education & Training
69	20-50	81048			DD KIDS 48	60270	8,340	7,454	(886)		Local Travel
70	20-50	81048			DD KIDS 48	60370	14,586	13,386	(1,200)		Telephone
71	20-50	81048			DD KIDS 48	60410	7,226	6,448	(778)		Motor Pool
72	20-50	81048			DD KIDS 48	60460	4,796	4,412	(384)		Distribution
73	20-50	81048			DD KIDS 48	50190	(1,300,965)	(1,134,670)	166,295	0	IG Fed Thru State
74											
75	20-50	81048			DD COMP 48	60000	0	(109,180)	(109,180)		Permanent (702636, 705642, 705361)
76	20-50	81048			DD COMP 48	60180	7,686	6,984	(702)		Printing
77	20-50	81048			DD COMP 48	60240	10,800	9,984	(816)		Supplies
78	20-50	81048			DD COMP 48	60260	4,500	4,000	(500)		Education & Training
79	20-50	81048			DD COMP 48	60270	8,010	7,124	(886)		Local Travel
80	20-50	81048			DD COMP 48	60370	12,636	11,436	(1,200)		Telephone
81	20-50	81048			DD COMP 48	60410	9,090	8,312	(778)		Motor Pool
82	20-50	81048			DD COMP 48	60460	3,924	3,540	(384)		Distribution
83	20-50	81048			DD COMP 48	50190	(1,239,262)	(1,124,816)	114,446	0	IG Fed Thru State
84											
85											
86											
87											
									56,147	0	Total - Page 3
									0	0	GRAND TOTAL

**BUDGET MODIFICATION CHS_02
EXPENDITURES & REVENUES**

Budget Fiscal Year: 02/03

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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						
88	90-40	3501		904200		60240		(4,217)	(4,217)		Supplies
89	90-40	3501		904200		50310		4,217	4,217		Service Reim Fleet
90	70-90	3502		709520		60200		(6,504)	(6,504)		Communications
91	70-90	3502		709520		50310		6,504	6,504		Service Reim Telecommunication
92	90-40	3504		94400		60230		(2,082)	(2,082)		Postage
93	90-40	3504		94400		50310		2,082	2,082		Service Reim Distribution
94											
95	20-50	81147			DD IPS 147	60000	0	55,388	55,388		Permanent (702763) moved from MQA HR org
96	20-50	81147			DD IPS 147	60170	0	22,385	22,385		Professional Services
97	20-50	81147			DD IPS 147	60180	0	351	351		Printing
98	20-50	81147			DD IPS 147	60240	0	408	408		Supplies
99	20-50	81147			DD IPS 147	60260	0	250	250		Education & Training
100	20-50	81147			DD IPS 147	60270	0	443	443		Local travel
101	20-50	81147			DD IPS 147	60370	0	600	600		Telephone
102	20-50	81147			DD IPS 147	60410	0	389	389		Motor Pool
103	20-50	81147			DD IPS 147	50190	0	(80,214)	(80,214)	0	IG Fed Thru State
104											
105											
106											
107											
108											
109											
110											
111											
112											
113											
114											
115											
116											
									0	0	Total - Page 4
									0	0	GRAND TOTAL

BUDGET MODIFICATION CHS_02

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
	205002	6297	63226	Case Manager 2-Vacant	706364	(1.00)	(36,373)	(7,846)	(10,834)	(55,053)
	205000	6299	61128	Case Mgr Ast-Calhoun	703351	(0.50)	(15,185)	(3,276)	(5,147)	(23,607)
	205000	6021	61128	Prog Dev Spec-Mestman	704574	(1.00)	(38,398)	(8,283)	(11,016)	(57,697)
	205001	6021	63225	Prog Dev Spec-Vacant	703329	(1.00)	(41,613)	(8,975)	(11,305)	(61,894)
	205001	6021	63225	Prog Dev Spec-Vacant	702735	(1.00)	(38,403)	(8,284)	(11,016)	(57,703)
	205001	6021	63225	Prog Dev Spec-Landry	709033	(1.00)	(41,200)	(8,887)	(11,268)	(61,355)
	205001	6299	63225	Case Mgr Ast-Browning	701519	(1.00)	(30,369)	(6,551)	(10,293)	(47,213)
	205001	6299	63225	Case Mgr Ast-Rees	701106	(1.00)	(30,380)	(6,553)	(10,294)	(47,227)
	205001	6297	63225	Case Manager 2-TEMP	709932	0.07	2,679	241	80	3,000
	205002	6297	63226	Case Manager 2-Greer	705962	(1.00)	(44,623)	(9,625)	(11,576)	(65,824)
	205002	6021	63226	Prog Dev Spec -Vacant	702763	1.00	38,398	8,282	11,016	57,696
	205003	6021	63227	Prog Dev Spec -Vacant	702763	(1.00)	(38,398)	(8,282)	(11,016)	(57,696)
	205003	6297	63227	Case Manager 2 -TEMP	709933	0.32	11,654	1,049	350	13,053
	205004	6021	63228	Prog Dev Spec-Vacant	700388	(1.00)	(41,345)	(9,026)	(11,326)	(62,197)
	205004	6299	63228	Case Mgr Ast-Vacant	709732	(1.00)	(24,764)	(5,342)	(9,739)	(39,895)
	205004	6297	63228	Case Manager 2 -(Stanio)	707343	(1.00)	(44,623)	(9,625)	(11,576)	(65,824)
	205001	6021	63225	Prog Dev Spec-(Mestman)	709856	1.00	44,623	9,625	11,576	65,824
	205005	6297	63229	Case Manager 2-Keyes	705642	(1.00)	(37,914)	(8,178)	(10,972)	(57,064)
	205005	6297	63229	Case Manager 2-Newman	705361	(1.00)	(37,760)	(8,145)	(10,958)	(56,863)
				TOTAL ANNUALIZED CHANGES		(12.11)	(444,494)	(97,682)	(135,364)	(677,538)

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
	205002	6297	63226	Case Manager 2-Vacant	706364	(0.96)	(34,857)	(7,519)	(10,383)	(52,759)
	205000	6299	61128	Case Mgr Ast-Calhoun	703351	(0.48)	(14,552)	(3,139)	(4,932)	(22,623)
	205000	6021	61128	Prog Dev Spec-Mestman	704574	(0.96)	(36,798)	(7,938)	(10,557)	(55,293)
	205001	6021	63225	Prog Dev Spec-Vacant	703329	(0.96)	(39,879)	(8,602)	(10,834)	(59,315)
	205001	6021	63225	Prog Dev Spec-Vacant	702735	(0.96)	(36,803)	(7,939)	(10,557)	(55,299)
	205001	6021	63225	Prog Dev Spec-Landry	709033	(0.96)	(39,433)	(8,517)	(10,799)	(58,799)
	205001	6299	63225	Case Mgr Ast-Browning	701519	(0.96)	(29,104)	(6,278)	(9,864)	(45,246)
	205001	6299	63225	Case Mgr Ast-Rees	701106	(0.96)	(29,114)	(6,280)	(9,865)	(45,259)
	205001	6297	63225	Case Manager 2-TEMP	709932	0.07	2,679	241	80	3,000
	205002	6297	63226	Case Manager 2-Greer	705962	(0.96)	(42,338)	(9,240)	(11,113)	(63,191)
	205002	6021	63226	Prog Dev Spec -Vacant	702763	0.96	36,862	7,951	10,575	55,388
	205003	6021	63227	Prog Dev Spec -Vacant	702763	(0.96)	(36,862)	(7,951)	(10,575)	(55,388)
	205003	6297	63227	Case Manager 2 -TEMP	709933	0.32	11,654	1,050	350	13,053
	205004	6021	63228	Prog Dev Spec-Vacant	700388	(0.96)	(40,101)	(8,650)	(10,854)	(59,605)
	205004	6299	63228	Case Mgr Ast-Vacant	709732	(0.96)	(23,732)	(5,119)	(9,381)	(38,233)
	205004	6297	63228	Case Manager 2 -(Stanio)	707343	(0.96)	(42,838)	(9,240)	(11,113)	(63,191)
	205001	6021	63225	Prog Dev Spec-(Mestman)	709856	0.96	42,838	9,240	11,113	63,191
	205005	6297	63229	Case Manager 2-Keyes	705642	(0.96)	(36,334)	(7,837)	(10,515)	(54,686)
	205005	6297	63229	Case Manager 2-Newman	705361	(0.96)	(36,187)	(7,806)	(10,501)	(54,494)
				TOTAL CURRENT FY CHANGES		(11.61)	(425,450)	(93,573)	(129,724)	(648,748)



Department of County Human Services
MULTNOMAH COUNTY OREGON

421 SW Sixth Avenue, Suite 700
Portland, Oregon 97204-1618
(503) 988-3691 phone
(503) 988-3379 fax
(503) 988-3598 TDD

MEMORANDUM

TO: Board of County Commissioners
FROM: John Ball, Interim Director
Department of County Human Services
DATE: August 8, 2002
SUBJECT: Budget Modification **CHS02**

I. RECOMMENDATION/ACTION REQUESTED: The Department of County Human Services recommends the approval of Budget Modification **CHS02**. Budget modification **CHS02** reduces Developmental Disabilities Division budget by \$602,146 to reflect changes in the State Mental Health Intergovernmental Agreement (#26-001) in Financial Assistance Agreement (FAA) #50 relating to match for service element 48 Case Management; net reduction of 11.61 FTE.

II. BACKGROUND ANALYSIS: Local matching funds are used by the State to match for Title XIX (Medicaid) to increase service element 48 (Case Management) funds. FAA#50 received in late May; unexpectedly reduced the amount of matching funds in the Biennium. On going negotiations with the State to mitigate the reduction have been partially successful. \$80,214 was received under service element 147 and the State agreed to convert DD 54 Employment & Alternative Services from FY02 and award the funds in FY03 in DD 48 (\$251,163) to offset the reduction.

III. FINANCIAL IMPACT: Budget Modification **CHS02** decreases personnel expenditures by \$648,748. The personnel reductions are in Division Administration \$77,916 (1.44 FTE); Crisis & Long Term Services \$197,727 (3.77 FTE); Intake & Protective Services \$115,950 (1.92 FTE); Children's Services \$161,029 (2.88 FTE); and Comprehensive Services \$109,180 (1.92 FTE). In order to accomplish FTE reductions, \$81,867 of Local Admin was moved from Division Administration to Crisis & Long Term Services. A Program Development Specialist position was moved from Medicaid & Quality Assurance to Intake & Protective Services along with associated materials & supplies. This modification also reduces associated materials & supplies by \$28,542 in the related programs. Personnel expenditures increase by \$13,053 for a .32 FTE Temporary Case Manager 2 in Medicaid & Quality Assurance. Professional Services increase by \$22,835 in Intake & Protective Services. Intake & Protective Services Premium increases by \$52,759 with offsetting reduction in personnel identified above. A Case Manager 2 in Children's Services was replaced with a Program Development Specialist in Crisis and Long-term Care. This modification reduces service reimbursements from the Fed/State fund to the following funds: Insurance fund by \$129,724; Fleet Fund \$4,217; Telephone Fund by \$6,504; and Distribution Fund by \$2,082.

IV. LEGAL ISSUES: N/A

V. CONTROVERSIAL ISSUES: N/A

VI. LINK TO CURRENT COUNTY POLICY: N/A

VII. CITIZEN PARTICIPATIONS: N/A

VIII. OTHER GOVERNMENT PARTICIPATION

**Exhibit 1 to the 50th Amendment to
Department of Human Services
2001-2003 County Financial Assistance Agreement #26-001**

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 2001-2003

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

AGREEMENT#: 26-001
 Reference#: 050

DEVELOPMENTAL DISABILITY SERVICES

SECTION: 1

SERVICE REQUIREMENTS MEET EXHIBIT A AND, IF INDICATED, EXHIBIT B

Part	Start/End Dates	CPMS Name	Approved Service Funds	Approved Start-up	Serv. Units	Unit Type	EXHIB B Codes	Spec Cond#
SE# 48 CASE MANAGEMENT								
A	7/2001- 6/2002	N/A	\$1,638,901	\$0	0.	NA	N/A	D0489 1
A	7/2002- 6/2003	N/A	\$1,651,653	\$0	0.	NA	N/A	D0489 1
SUBTOTAL SE# 48			\$3,290,554	\$0				
TOTAL SECTION 1			\$3,290,554	\$0				

TOTAL AUTHORIZED FOR DEVELOPMENTAL DISABILITY SERVICES \$3,290,554

TOTAL AUTHORIZED FOR THIS FAAA: \$3,290,554

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio tape, oral presentation, and electronic format. To request an alternate format call the State of Oregon, Department of Human Services, Contracts and Procurement Unit at (503) 945-5818 or TTY (503) 945-5928.

**FIFTIETH AMENDMENT TO
DEPARTMENT OF HUMAN SERVICES
2001-2003 COUNTY FINANCIAL ASSISTANCE AGREEMENT #26-001**

This Fiftieth Amendment to Department of Human Services 2001-2003 County Financial Assistance Agreement dated as of July 1, 2001, as amended through the Forty-Ninth Amendment (the "Agreement"), is entered into, as of the date of the last signature hereto, by and between the State of Oregon acting by and through its Department of Human Services ("Department") and Multnomah County ("County").

RECITALS

WHEREAS, the Department and County wish to modify the Financial Assistance Award attached to the Agreement as Exhibit D.

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

1. The financial and service information in the Financial Assistance Award are hereby amended as described in Exhibit 1 attached hereto and incorporated herein by this reference. Exhibit 1 must be read in conjunction with the portion of Exhibit E of the Agreement that describes the effect of an amendment of the financial and service information.
2. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.

3. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.
4. Department's performance of its obligations hereunder is conditioned upon County's compliance with the provisions of ORS 279.312, 279.314, 279.316, 279.320 and 279.555, which are incorporated herein by this reference.
5. This amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below their respective signatures.

**STATE OF OREGON ACTING BY AND THROUGH
ITS DEPARTMENT OF HUMAN SERVICES**

By: _____
Name: Marie E. McHone
Title: Contracts Manager, DHS Contracts and Procurement
Date: _____

Multnomah County Authorized Signature

By: _____ Date _____
Name: _____
Title: _____

MULTNOMAH COUNTY

Spec

Cond#

Requirements

D0489-1

Local Matching Funds and Title XIX Collections for Case Management (DD 48): The funds subject to this special condition are subject to the following requirements:

- A. The funds subject to this special condition cover a portion of the cost of DD 48 services identified on other lines of the Financial Assistance Award and are derived from a combination of: (1) local funds, hereinafter also referred to as “Local Matching Funds”, provided to increase DD 48 services; and (2) Title XIX (Medicaid) Federal Financial Participation (FFP) to match those local funds, to the extent that DD 48 services provided are eligible for that FFP.
- B. County Local Matching Funds:
 1. County will pay to Department \$921,653 of Local Matching Funds no later than June 30, 2002 and \$921,653 of Local Matching Funds no later than June 30, 2003. County must make the Local Matching Funds payments from non-federal sources eligible for use as match for Title XIX.
 2. Department must receive the Local Matching Funds payment for each Department fiscal year as a lump sum payment prior to any Department disbursement of the respective fiscal year funds subject to this special condition. Disbursement of each fiscal year's funds subject to this special condition will begin in the monthly allotment that first occurs, for that year, after Department receipt of the full Local Matching Funds payment for that year.

DEPARTMENT OF HUMAN SERVICES
Financial Assistance Award Amendment (FAAA)

CONTRACTOR: MULTNOMAH COUNTY

DATE: 05/07/2002

AGREEMENT#: 26-001

REF#: 050

REASON FOR FAAA (for information only):

Case Management (DD 48) allocations are increased with a combination of "Local Matching Funds" and Department-administered Title XIX funds.

The following special conditions apply to funds as indicated by the special condition number in column 9. The summary set forth below of each special condition is qualified in its entirety by the full description of the special condition set forth in the Financial Assistance Award.

D0489 1 Local Matching Funds and Title XIX Collections for Case Management (DD 48)

2001-03 County Financial Assistance Agreement
Financial Assistance Award – Special Conditions, Developmental Disability Services

C. FFP Service Levels: The funds subject to this special condition are awarded based on projected delivery of DD 48 services under this Agreement to Title XIX eligible individuals at a level sufficient to generate FFP at an average minimum amount of \$274,010 per month, for the period July 1, 2001 through June 30, 2002, and \$282,285 per month, for the period July 1, 2002 through June 30, 2003.

D. Reduction of Award

Department may unilaterally reduce the award of funds subject to this special condition if County fails to maintain at least the average monthly levels of generated FFP as specified in paragraph C of this special condition. In making any such reduction, the following policies and procedures will apply:

1. Except as provided in section D(2), below, the amount of the reduction will be consistent with the amount of the FFP deficit. County shall execute and deliver to Department an appropriate amendment to the Financial Assistance Award to reflect that reduction, or at Department's option, Department may effect the reduction through adjustments to DD 48 payments.
2. County and Department acknowledge and agree that all or a portion of any deficit in required FFP amounts may be attributable to County's inability to provide the level of increased service associated with the funds subject to this special condition. If this circumstance occurs, Department will recalculate both the Local Match and FFP based on the actual amount of service County provided under this Agreement and reported in CPMS. Department will adjust the reduction allowed under section D(1), above, to reflect the recalculated FFP portion of DD 48 funded with Local Matching Funds and Title XIX.

2001-03 County Financial Assistance Agreement
Financial Assistance Award – Special Conditions, Developmental Disability Services

3. Department will not refund any overpayment of County Local Matching Funds, as a result of actions described in paragraph D(1) or D(2) of this special condition, or for any other reason, to County. Instead, to the extent of any overpayment of County Local Matching Funds to Department, Department will reduce Local Matching Funds required by County under the next biennial Agreement between the Department and County which awards funds for DD 48 services that include a local match.
- E. Except as modified above, this special condition does not alter the requirements stated under Payment Procedures for DD 48 in Exhibit A of the Agreement.

PROJECTED RATE/SLOT CHANGES
 *****INFORMATION ONLY*****

CONTRACTOR: MULTNOMAH COUNTY
 AGREEMENT#: 26-001

REFERENCE#: 050

SE#	PROVIDER NUMBER	PROVIDER	EFFECTIVE DATES	SLOT CHANGE	RATE CHANGE	OPERATING AMOUNT	STARTUP AMOUNT
48	26-500	MULTNMH CO CASE MGM	07/01/2001-06/30/2002			\$921,653.00	\$0.00
48	26-500	MULTNMH CO CASE MGM	07/01/2001-06/30/2002			\$717,247.77	\$0.00
TOTAL FOR MULTNMH CO CASE MGMT						\$1,638,900.77	\$0.00
TOTAL FOR FISCAL YEAR 2001-2002						\$1,638,900.77	\$0.00
48	26-500	MULTNMH CO CASE MGM	07/01/2002-06/30/2003			\$921,653.00	\$0.00
48	26-500	MULTNMH CO CASE MGM	07/01/2002-06/30/2003			\$730,000.19	\$0.00
TOTAL FOR MULTNMH CO CASE MGMT						\$1,651,653.19	\$0.00
TOTAL FOR FISCAL YEAR 2002-2003						\$1,651,653.19	\$0.00
TOTAL FOR AGREEMENT# 26-001, REFERENCE#: 050						\$3,290,553.96	\$0.00

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 FAAA Totals
 Part A
 2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

CONTRACT#: 26-001
 REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
44	DD DIVERSION-CRISIS INTRVNTION	\$8,553	\$0	\$0	\$8,553
44	DD DIVERSION-CRISIS INTRVNTION	\$1,562,925	\$462,907	\$0	\$2,025,832
TOTAL SE#	44	\$1,571,478	\$462,907	\$0	\$2,034,385
45	NURSING FAC SPEC SRVS	\$382,494	-\$6	\$0	\$382,488
TOTAL SE#	45	\$382,494	-\$6	\$0	\$382,488
47	SEMI-INDEPENDENT LIVING	\$455,562	\$0	\$0	\$455,562
TOTAL SE#	47	\$455,562	\$0	\$0	\$455,562
48	CASE MANAGEMENT	\$209,233	\$0	\$0	\$209,233
48	CASE MANAGEMENT	\$6,204,168	-\$35,800	\$3,290,554	\$9,458,922
TOTAL SE#	48	\$6,413,401	-\$35,800	\$3,290,554	\$9,668,155
49	SELF DIR INDIV & FAMILY SUPPOR	\$470	\$0	\$0	\$470
49	SELF DIR INDIV & FAMILY SUPPOR	\$1,869,387	\$240	\$0	\$1,869,627
TOTAL SE#	49	\$1,869,857	\$240	\$0	\$1,870,097
50	RESIDENTIAL FACILITIES	\$575,300	\$0	\$0	\$575,300
50	RESIDENTIAL FACILITIES	\$59,837,048	-\$343,356	\$0	\$59,493,692

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 FAAA Totals
 Part A
 2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

CONTRACT#: 26-001
 REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
44	DD DIVERSION-CRISIS INTRVNTION	\$8,553	\$0	\$0	\$8,553
44	DD DIVERSION-CRISIS INTRVNTION	\$1,562,925	\$462,907	\$0	\$2,025,832
TOTAL SE#	44	\$1,571,478	\$462,907	\$0	\$2,034,385
45	NURSING FAC SPEC SRVS	\$382,494	-\$6	\$0	\$382,488
TOTAL SE#	45	\$382,494	-\$6	\$0	\$382,488
47	SEMI-INDEPENDENT LIVING	\$455,562	\$0	\$0	\$455,562
TOTAL SE#	47	\$455,562	\$0	\$0	\$455,562
48	CASE MANAGEMENT	\$209,233	\$0	\$0	\$209,233
48	CASE MANAGEMENT	\$6,204,168	-\$35,800	\$3,290,554	\$9,458,922
TOTAL SE#	48	\$6,413,401	-\$35,800	\$3,290,554	\$9,668,155
49	SELF DIR INDIV & FAMILY SUPPOR	\$470	\$0	\$0	\$470
49	SELF DIR INDIV & FAMILY SUPPOR	\$1,869,387	\$240	\$0	\$1,869,627
TOTAL SE#	49	\$1,869,857	\$240	\$0	\$1,870,097
50	RESIDENTIAL FACILITIES	\$575,300	\$0	\$0	\$575,300
50	RESIDENTIAL FACILITIES	\$59,837,048	-\$343,356	\$0	\$59,493,692

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 FAAA Totals
 Part A
 2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

CONTRACT#: 26-001
 REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
TOTAL SE#	50	\$60,412,348	-\$343,356	\$0	\$60,068,992
51	SUPPORTED LIVING SERVICES	\$1,149,764	\$0	\$0	\$1,149,764
51	SUPPORTED LIVING SERVICES	\$9,894,075	\$0	\$0	\$9,894,075
TOTAL SE#	51	\$11,043,839	\$0	\$0	\$11,043,839
53	TRANSPORTATION	\$2,562,276	\$0	\$0	\$2,562,276
53	TRANSPORTATION	\$3,002,702	\$5,481	\$0	\$3,008,183
TOTAL SE#	53	\$5,564,978	\$5,481	\$0	\$5,570,459
54	EMPLOYMENT & ALTERNATIVE SERV	\$193,681	\$0	\$0	\$193,681
54	EMPLOYMENT & ALTERNATIVE SERV	\$21,700,242	-\$21,877	\$0	\$21,678,365
TOTAL SE#	54	\$21,893,923	-\$21,877	\$0	\$21,872,046
56	RENT SUBSIDIES	-\$12,288	\$0	\$0	-\$12,288
56	RENT SUBSIDIES	\$737,100	\$0	\$0	\$737,100
TOTAL SE#	56	\$724,812	\$0	\$0	\$724,812
57	DD-SPECIAL PROJECTS	\$62,657	\$0	\$0	\$62,657
57	DD-SPECIAL PROJECTS	\$23,746	\$0	\$0	\$23,746

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 FAAA Totals
 Part A
 2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

CONTRACT#: 26-001
 REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
TOTAL SE# 57		\$86,403	\$0	\$0	\$86,403
157	REGIONAL CRISIS & BACKUP SVCS	\$1,463,257	\$374,202	\$0	\$1,837,459
TOTAL SE# 157		\$1,463,257	\$374,202	\$0	\$1,837,459
		\$111,882,352	\$441,791	\$3,290,554	\$115,614,697

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 FAAA Totals
 Part B
 2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

CONTRACT#: 26-001
 REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
58	DD NON-RELATIVE FOSTER HOMES	\$36	\$0	\$0	\$36
58	DD NON-RELATIVE FOSTER HOMES	\$16,039,028	\$701,509	\$0	\$16,740,537
TOTAL SE# 58		\$16,039,064	\$701,509	\$0	\$16,740,573
59	DD RELATIVE ADULT FOSTER CARE	\$20,592	\$0	\$0	\$20,592
TOTAL SE# 59		\$20,592	\$0	\$0	\$20,592
		\$16,059,656	\$701,509	\$0	\$16,761,165

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

DEPARTMENT OF HUMAN SERVICES
Financial Assistance Award Amendment (FAAA)

FAAA Totals

Summary

2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY

DATE: 05/07/2002

CONTRACT#: 26-001

REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
44	DD DIVERSION-CRISIS INTRVNTION	\$8,553	\$0	\$0	\$8,553
44	DD DIVERSION-CRISIS INTRVNTION	\$1,562,925	\$462,907	\$0	\$2,025,832
TOTAL SE# 44		\$1,571,478	\$462,907	\$0	\$2,034,385
45	NURSING FAC SPEC SRVS	\$382,494	-\$6	\$0	\$382,488
TOTAL SE# 45		\$382,494	-\$6	\$0	\$382,488
47	SEMI-INDEPENDENT LIVING	\$455,562	\$0	\$0	\$455,562
TOTAL SE# 47		\$455,562	\$0	\$0	\$455,562
48	CASE MANAGEMENT	\$209,233	\$0	\$0	\$209,233
48	CASE MANAGEMENT	\$6,204,168	-\$35,800	\$3,290,554	\$9,458,922
TOTAL SE# 48		\$6,413,401	-\$35,800	\$3,290,554	\$9,668,155
49	SELF DIR INDIV & FAMILY SUPPOR	\$470	\$0	\$0	\$470
49	SELF DIR INDIV & FAMILY SUPPOR	\$1,869,387	\$240	\$0	\$1,869,627
TOTAL SE# 49		\$1,869,857	\$240	\$0	\$1,870,097
50	RESIDENTIAL FACILITIES	\$575,300	\$0	\$0	\$575,300
50	RESIDENTIAL FACILITIES	\$59,837,048	-\$343,356	\$0	\$59,493,692

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 FAAA Totals
 Summary
 2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

CONTRACT#: 26-001
 REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
TOTAL SE#	50	\$60,412,348	-\$343,356	\$0	\$60,068,992
51	SUPPORTED LIVING SERVICES	\$1,149,764	\$0	\$0	\$1,149,764
51	SUPPORTED LIVING SERVICES	\$9,894,075	\$0	\$0	\$9,894,075
TOTAL SE#	51	\$11,043,839	\$0	\$0	\$11,043,839
53	TRANSPORTATION	\$2,562,276	\$0	\$0	\$2,562,276
53	TRANSPORTATION	\$3,002,702	\$5,481	\$0	\$3,008,183
TOTAL SE#	53	\$5,564,978	\$5,481	\$0	\$5,570,459
54	EMPLOYMENT & ALTERNATIVE SERV	\$193,681	\$0	\$0	\$193,681
54	EMPLOYMENT & ALTERNATIVE SERV	\$21,700,242	-\$21,877	\$0	\$21,678,365
TOTAL SE#	54	\$21,893,923	-\$21,877	\$0	\$21,872,046
56	RENT SUBSIDIES	-\$12,288	\$0	\$0	-\$12,288
56	RENT SUBSIDIES	\$737,100	\$0	\$0	\$737,100
TOTAL SE#	56	\$724,812	\$0	\$0	\$724,812
57	DD-SPECIAL PROJECTS	\$62,657	\$0	\$0	\$62,657
57	DD-SPECIAL PROJECTS	\$23,746	\$0	\$0	\$23,746

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

DEPARTMENT OF HUMAN SERVICES
 Financial Assistance Award Amendment (FAAA)
 FAAA Totals
 Summary
 2001-2003

***** INFORMATION ONLY *****

CONTRACTOR: MULTNOMAH COUNTY
 DATE: 05/07/2002

CONTRACT#: 26-001
 REF#: 050

SE#	DESCRIPTION	CURRENT APPROVED	CURRENT PENDING	PROPOSED CHANGE	REVISED TOTAL
TOTAL SE#	57	\$86,403	\$0	\$0	\$86,403
58	DD NON-RELATIVE FOSTER HOMES	\$36	\$0	\$0	\$36
58	DD NON-RELATIVE FOSTER HOMES	\$16,039,028	\$701,509	\$0	\$16,740,537
TOTAL SE#	58	\$16,039,064	\$701,509	\$0	\$16,740,573
59	DD RELATIVE ADULT FOSTER CARE	\$20,592	\$0	\$0	\$20,592
TOTAL SE#	59	\$20,592	\$0	\$0	\$20,592
157	REGIONAL CRISIS & BACKUP SVCS	\$1,463,257	\$374,202	\$0	\$1,837,459
TOTAL SE#	157	\$1,463,257	\$374,202	\$0	\$1,837,459
CONTRACT TOTAL		\$127,942,008	\$1,143,300	\$3,290,554	\$132,375,862

NOTE: The amounts in the "REVISED TOTAL" column include amounts reported in the "CURRENT PENDING" column that have not yet been accepted/approved. Therefore, these amounts may change.

PART II. CONSIDERATION AND PAYMENT

- A. DEPARTMENT agrees to pay COUNTY the maximum, not-to-exceed amount of \$80,214.00 for accomplishing the Work required by this Agreement, subject to Exhibit C and to the provisions of all of the separate Parts III of this Exhibit A, including procedures providing for interim payments, and further subject to the following limits for each type of service:

<u>Service</u>	<u>Maximum Payable</u>
DD 147: Quality Assurance Services	\$80,214.00
DD 57: Special Projects, Start-Up Funds	\$0.00

- B. DEPARTMENT's payment of Start-Up Funds is subject to the provisions of Exhibit C, Start-Up Funds.
- C. All payments made to COUNTY under this Agreement are subject to recovery by DEPARTMENT as follows:
1. If COUNTY fails to have an independent certified public accountant audit federal block grant and other funds paid to COUNTY under this Agreement that DEPARTMENT receives from an agency, instrumentality or program of the federal government of the United States (collectively, "Federal Funds") in a manner that complies with Section 24(g) in this Agreement, DEPARTMENT may recover from COUNTY all Federal Funds paid to COUNTY under this Agreement.
 2. If federal authorities demand repayment of all or a portion of the Federal Funds or disallow payment of all or a portion of the Federal Funds to COUNTY under this Agreement, DEPARTMENT may recover from COUNTY that portion of the Federal Funds necessary to satisfy the federal repayment demand or disallowance. If the federal repayment demand or disallowance results from the actions or omissions of a DD 147 Provider, as defined in the description of DD 147 Services set forth in separate Part III of this Exhibit A, COUNTY shall, upon DEPARTMENT's request, recover the amount of the repayment demand or disallowance from the Provider. To the extent permitted by state and

BOGSTAD Deborah L

From: FARRELL Delma D on behalf of BELL Iris D
Sent: Thursday, August 29, 2002 8:47 AM
To: BOGSTAD Deborah L
Subject: FW: DCHS BudMod 02 -- Developmental Disabilities

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

From: JASPIN Michael D
Sent: Wednesday, August 21, 2002 9:32 AM
To: BOGSTAD Deborah L
Cc: BALL John; TURNER Kathy G; BELL Iris D; DARGAN Karyne A; MOUNTS Tony D
Subject: DCHS BudMod 02 -- Developmental Disabilities Cut

Attached is DCHS Budget Modification 02 for placement on the consent agenda (signed copies are on there way up). While it is technically a consent agenda item and therefore would not be expected to be overly controversial, I'm cc'ing John, Kathy and Iris as a heads up because of the size of the reduction (\$602,146) and the FTE cut (11.61). John should be well aware of the budget modification, but I don't want anyone to be surprised.

John, Kathy, and Iris – Very briefly, the State of Oregon is reducing the amount of matching funds for DD/Title XIX service element 48 (case management). The budget modification implements the cut of \$602,146 and reduces the division's FTE level by 11.61 FTE. Both the dollar and FTE amounts are down from the initial cut the State sent to DCHS in May. The BudMod also does a significant amount shifting of funds within the developmental disabilities division of DCHS to mitigate the impacts.

The submitted staff report doesn't address a couple of points that may be of interest.

- **Impact of the 11.61 FTE reduction on County employees.** Two employees, Marge Browning and Lee Greer, voluntarily retired, a half-time individual was laid off, and the rest of the positions were either vacant or the individuals moved into other positions with the Department.
- **Why has the matched amount decreased?** This seems to be a difficult question to answer. As I understand the situation, the State can't change the federal match rate, but it did change its method of applying that rate to Multnomah County. The State will only apply the rate to county funds equal to the percentage of Medicaid-billable services we perform. Yet, the amount of County General Fund sent to the State for matching purposes remains unchanged. *This would seem to imply our funds were over matched and/or the funds will not be fully matched and returned* (i.e., some of our General Fund match dollars will be sent to the state and simply be returned unmatched as case

management Funds). There are two important questions this raises. First, we *may* be turning unrestricted General Fund into more restrictive DD funds without any match benefits. Could we utilize those funds within DD more effectively as general funds? Secondly, the State may still be using our general fund match funds as part of a larger pool to match at the state level. The County may not benefit directly, but is not made worse off, and the State-wide pool increases. DD staff have tried clarify this, yet it appears that they have had difficulty receiving clarity about the mechanics of the change at the state level.

-mdj

BOGSTAD Deborah L

From: COMITO Charlotte A
Sent: Tuesday, August 27, 2002 2:31 PM
To: LINN Diane M; ROBERTS Lonnie J; ROJO DE STEFFEY Maria; CRUZ Serena M
Cc: MARTIN Chuck T; CARROLL Mary P; BALL John; KLINK Howard A; BOGSTAD Deborah L; 'lhnaito@aol.com'; NAITO Lisa H; NAITO Terri W; TURNER Kathy G
Subject: R-1 & R-2

Lisa has reviewed the BCC agenda for Thursday August 29 and has some concerns re agenda items R-1 and R-2. As there was no board staff briefing on the requested budget modifications she is asking that they be set over for a week or pending further board discussion. In the absence of a delay in these proposed budget modifications, Lisa will be voting no.

It is Lisa's understanding that no BCC policy has been considered that would direct individual departments to make cuts to state funded programs when there are state budget shortfalls. Given that the county can anticipate additional state cuts she would like a larger policy discussion of how these shortfalls will be absorbed by the county; i.e. reprioritization of county general funds or direct cuts.

Charlotte Comito

Executive Assistant

Commissioner Lisa Naito

503-988-4576

503-988-5262 fax

501 SE Hawthorne Ste. 600

Portland, OR 97214

charlotte.a.comito@co.multnomah.or.us

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR:

(Date)

DEPARTMENT: COUNTY HUMAN SERVICES

DIVISION: N/A

CONTACT: CHRIS YAGER

PHONE: 26777

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Don Carlson

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

Budget Modification CHS# cuts .80 FTE Program Development Specialist in the Director's Office and transfer funds to Financial Services Unit to fund 1.0 FTE Finance Specialist 1 for payroll, net increase of .20 FTE

2. DESCRIPTION OF MODIFICATION: [Explain the changes being made: What budget does it increase / decrease? What do the changes accomplish? Where does the money come from?]

[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

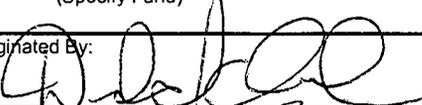
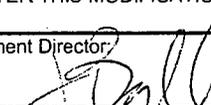
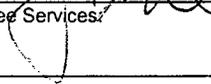
Budget Modification CHS has no net impact on revenues or expenses, net increase of .20 FTE for the Department. Director's Office expenses are reduced by the following: PC Flat fee \$725, Supplies \$480, Education & Training, \$250, and Local Travel \$480. Financial Services Unit expenses increase by like amounts.

3. REVENUE IMPACT: [Explain revenues being changed and reason for the change]

TOTAL \$0

4. CONTINGENCY STATUS [To Be Completed by Budget & Planning]

_____ Fund Contingency BEFORE THIS MODIFICATION (as of _____): \$ _____
(Specify Fund) AFTER THIS MODIFICATION: \$ _____

Originated By: 	Date: <u>8/6/02</u>	Department Director: 	Date: <u>8/6/02</u>
Plan / Budget Analyst: <u>Michael D. Yager</u>	Date: <u>8/20/02</u>	Employee Services: 	Date: <u>8/6/02</u>
Board Approval: <u>Deborah C. Braxton</u>	Date: <u>08.29.02</u>		

BUDGET MODIFICATION # 3

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	26-00	1000			CHSDO.CGF	60000	0	(7,206)	(7,206)		Permanent
2	26-00	1000			CHSDO.CGF	60260	3,000	2,750	(250)		Education & Training
3	26-00	1000			CHSDO.CGF	60390	3,040	2,315	(725)		PC Flat Fee
4	26-00	1000			CHSDO.CGF	60240	2,857	2,617	(240)		Supplies
5											
6	26-00	80001			CHSDO.LA	60000	0	(18,255)	(18,255)		Permanent
7	26-00	80001			CHSDO.LA	50190	(175,004)	(156,749)	18,255		IG Fed thru State
8											
9	26-00	26090			CHSDO.TITLEXIX	60000	0	(22,578)	(22,578)		Permanent
10	26-00	26090			CHSDO.TITLEXIX	50190	(221,193)	(197,888)	23,305		IG Fed thru State
11	26-00	26090			CHSDO.TITLEXIX	60240	3,603	3,363	(240)		Supplies
12	26-00	26090			CHSDO.TITLEXIX	60270	1,600	1,113	(487)		Local Travel
13											
14	26-10	1000			CHSBS.FIN.CGF	60000	0	7,206	7,206		Permanent
15	26-00	1000			CHSBS.FIN.CGF	60260	4,275	4,525	250		Education & Training
16	26-00	1000			CHSBS.FIN.CGF	60390	11,400	12,125	725		PC Flat Fee
17	26-00	1000			CHSBS.FIN.CGF	60240	24,225	24,465	240		Supplies
18											
19	26-10	80001			CHSBS.FIN.LA	60000	0	18,255	18,255		Permanent
20	26-10	80001			CHSBS.FIN.LA	50190	(164,112)	(182,367)	(18,255)		IG Fed thru State
21											
22	26-10	26090			CHSBS.FIN.TITLEXIX	60000	0	22,578	22,578		Permanent
23	26-10	26090			CHSBS.FIN.TITLEXIX	50190	(324,478)	(347,783)	(23,305)		IG Fed thru State
24	26-10	26090			CHSBS.FIN.TITLEXIX	60240	0	240	240		Supplies
25	26-10	26090			CHSBS.FIN.TITLEXIX	60270	0	487	487		Local Travel
26											
27											
28											
29											
								0	0		Total - Page 1
								0	0		GRAND TOTAL

BUDGET MODIFICATION #3

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
	260000	6021	63191	Prog Deve Spec- Lovie	707208	(0.80)	(32,160)	(6,937)	(8,942)	(48,039)
	261003	6029	6196	Finance Specialist 1-Payroll	709934	1.00	32,160	6,937	8,942	48,039
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						0.20	0	0	0	0

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
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.00	0	0	0	0



Department of County Human Services
MULTNOMAH COUNTY OREGON

421 SW Sixth Avenue, Suite 700
Portland, Oregon 97204-1618
(503) 988-3691 phone
(503) 988-3379 fax
(503) 988-3598 TDD

MEMORANDUM

TO: Board of County Commissioners

FROM: John Ball, Interim Director
Department of County Human Services

DATE: August 5, 2002

SUBJECT: Budget Modification **CHS3**

I. RECOMMENDATION/ACTION REQUESTED: The Department of County Human Services recommends the approval of Budget Modification **CHS3**. This amendment cuts .80 FTE Program Development Specialist in the Director's Office and transfers funds to Financial Services Unit to fund 1.00 FTE Finance Specialist 1 for payroll, net increase of .20 FTE.

II. BACKGROUND ANALYSIS: Budget Modification **CHS3** aligns the budget to reflect current staffing requirements and work loads.

III. FINANCIAL IMPACT: Budget Modification **CHS3** has no net impact on revenue or expenses, net increase of .20 FTE. Director's Office expenses are reduced by the following: PC Flat Fee \$725, Supplies \$480, Education & Training \$250, and Local Travel \$487. Financial Services Unit expenses increase by like amounts.

IV. LEGAL ISSUES: N/A

V. CONTROVERSIAL ISSUES: N/A

VI. LINK TO CURRENT COUNTY POLICY: N/A

VII. CITIZEN PARTICIPATIONS: N/A

VIII. OTHER GOVERNMENT PARTICIPATION

BOGSTAD Deborah L

From: COMITO Charlotte A
Sent: Tuesday, August 27, 2002 2:31 PM
To: LINN Diane M; ROBERTS Lonnie J; ROJO DE STEFFEY Maria; CRUZ Serena M
Cc: MARTIN Chuck T; CARROLL Mary P; BALL John; KLINK Howard A; BOGSTAD Deborah L; 'lhnaito@aol.com'; NAITO Lisa H; NAITO Terri W; TURNER Kathy G
Subject: R-1 & R-2

Lisa has reviewed the BCC agenda for Thursday August 29 and has some concerns re agenda items R-1 and R-2. As there was no board staff briefing on the requested budget modifications she is asking that they be set over for a week or pending further board discussion. In the absence of a delay in these proposed budget modifications, Lisa will be voting no.

It is Lisa's understanding that no BCC policy has been considered that would direct individual departments to make cuts to state funded programs when there are state budget shortfalls. Given that the county can anticipate additional state cuts she would like a larger policy discussion of how these shortfalls will be absorbed by the county; i.e. reprioritization of county general funds or direct cuts.

Charlotte Comito
Executive Assistant
Commissioner Lisa Naito
503-988-4576
503-988-5262 fax
501 SE Hawthorne Ste. 600
Portland, OR 97214
charlotte.a.comito@co.multnomah.or.us

MEETING DATE: August 29, 2002
AGENDA NO: R-3
ESTIMATED START TIME: 9:35 AM
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Ordinance Amending MCC Chapter 21 Relating to Swimming Pool and Food Service Licenses and Fees

BOARD BRIEFING: DATE REQUESTED: _____
REQUESTED BY: _____
AMOUNT OF TIME NEEDED: _____

REGULAR MEETING: DATE REQUESTED: Thursday, August 29, 2002
AMOUNT OF TIME NEEDED: 1 minute

DEPARTMENT: Health **DIVISION:** Environmental Health
CONTACT: Lila Wickham **TELEPHONE #:** (503) 988-3400, 22404
BLDG/ROOM #: 245

PERSON(S) MAKING PRESENTATION: Lila Wickham

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUGGESTED AGENDA TITLE:

Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapters 21.150, 21.152, 21.605 and 21.612 Relating to Swimming Pool and Food Service Licenses and Fees

08.29.02 copies to Lila Wickham & Carol Kinoshita

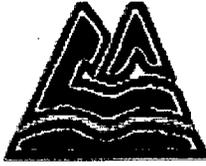
SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____
(OR)

DEPARTMENT MANAGER: Lillian Shirley

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Board Clerk @ (503) 988-3277 or email
deborah.l.bogstad@co.multnomah.or.us



MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT ENVIRONMENTAL HEALTH SERVICES
727 NE 24TH AVENUE
PORTLAND, OREGON 97232
(503) 988-3400
FAX (503) 988-5844

DIANE LINN, CHAIR OF THE BOARD
MARIA ROJO DE STEFFEY, DISTRICT 1 COMMISSIONER
SERENA CRUZ, DISTRICT 2 COMMISSIONER
LISA NAITO, DISTRICT 3 COMMISSIONER
LONNIE ROBERTS, DISTRICT 4 COMMISSIONER

STAFF REPORT

TO: Board of County Commissioners

FROM: Lila Wickham, Environmental Health Services Manager

DATE: August 21, 2002

RE: Ordinance Amending MCC §§ 21.150, 21.152, 21.605 And 21.612 Relating to Swimming Pool and Food Service Licenses and Fees

1. Recommendation/Action Requested:

Approve second reading and adoption of ordinance updating and conforming swimming pool and food service license and fee provisions.

2. Background/Analysis: Chapter 975 Oregon Laws 2001 created new provisions and amended state laws relating to food service facilities. Changes to ORS 624.020 include annual license expiration on December 31, license fee increases and imposition of a reinstatement fee. ORS 624.510 authorizes the county to determine fees for the functions such as licensing it is authorized to perform by state law. The proposed ordinance updates and conforms the code to state law and provides that fees are set by resolution. If the proposed ordinance is approved, a fee resolution will be presented to the Board that provides for a 5% increase in license facility fees to recover administrative costs.

3. Financial Impact: None anticipated. Will allow for recovery and reduction of administrative collection time and increase funds available for health and safety inspection purposes.

4. Legal Issues: None.

5. Controversial Issues: None.

6. Link to Current County Policies: Supports the county policy of cost-recovery.

7. Citizen Participation: Citizens may comment on the ordinance at the Board meeting.

8. Other Government Participation: None.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

Amending MCC §§ 21.150, 21.152, 21.605 And 21.612 Relating to Swimming Pool and Food Service
Licenses and Fees

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

The Multnomah County Board of Commissioners Finds:

- a. Chapter 975 Oregon Laws 2001 created new provisions and amended state laws relating to food service facilities.
- b. It is necessary to amend MCC Chapter 21, Health, to update license and fee provisions and conform with state law.

Multnomah County Ordains as follows:

Section 1. MCC § 21.150 is amended as follows:

§ 21.150- Swimming Pool License Fee.

For the services of the department in connection with the inspection of public swimming pools, public spa pools, and bathhouses as those terms are defined in ORS 448.005, the department ~~shall~~ will collect a license fee from each applicant as set by Board resolution based on the number of swimming or spa pools located at the same address, and operated by the same licensee. ~~Annual~~ license expires annually on December 31. ~~fees shall be as set by Board resolution.~~ The annual license fee must be paid in advance or postmarked to the department on or before midnight December 31 of the preceding license year.

Section 2. MCC § 21.152 is amended as follows:

§ 21.152 Reinspection-Increased Frequency, Reinstatement and Late Fees.

(A) For the services of the department in providing increased frequency inspections, ~~more than two reinspections in a calendar year,~~ the department ~~shall~~ will collect a fee for each additional inspection in an amount set by Board resolution.

(B) The Board by resolution will set a reinstatement or late fee for failure to pay license, additional inspection or plan review fees when due. ~~If any fee imposed by this subchapter is not paid within 30 days of the date due, there shall be added a penalty of 50% of such fee.~~

(C) If the department determines that the delinquency was due to reasonable cause and without any intent to avoid compliance, the ~~penalty~~ reinstatement or late fee provided by subsection (B) ~~shall~~ will be waived.

Section 3. MCC § 21.605 is amended as follows:

§ 21.605 Certificate and Program Participation Fees.

(A) All food handlers trained under § 21.603 ~~shall~~ must pay the department a fee in an amount set by Board resolution for the issuance of an original food handler's certificate.

(B) All other food handlers ~~shall~~ must pay the department a program participation fee in an amount set by Board resolution ~~for the issuance of an original food handler's certificate.~~

(C) All food handlers ~~shall~~ must pay the department a fee in an amount set by Board resolution for the issuance of a replacement certificate.

Section 4. MCC § 21.612 is amended as follows:

§ 21.612 Payment Of License Fees, Reinspection Fees; Delinquency.

(A) Licenses issued under this subchapter ~~terminate and are renewable~~ expire annually on December 31 ~~of each year.~~ The ~~renewal~~ annual license fees imposed under this subchapter ~~shall~~ must be paid in advance or postmarked to the department on or before midnight ~~of January~~ December 31 of the ~~current~~ preceding license year, ~~to the department.~~

(B) Except as provided in ~~division~~ subsection (C) ~~of this section,~~ to any license fee not paid as required in subsections (A), (D) and ~~(K)~~ ~~of this section,~~ there ~~shall~~ will be added a reinstatement or late fee as set by Board resolution ~~penalty of 50% of such license or increased frequency inspection fees.~~

(C) If the department determines that the delinquency was due to reasonable cause and without any intent to avoid compliance, the ~~penalty~~ reinstatement or late fee provided by ~~divisions~~ subsections (B) and ~~(H)~~ ~~of this section~~ shall will be waived.

(D) When a license fee is due at any ~~other~~ time ~~of the year,~~ other than ~~January~~ December 31, the license fee ~~shall be~~ is payable to the department within 30 days of application. If the license fee is not paid as provided in this ~~divisions~~ subsection, then ~~division~~ subsection (B) ~~of this section~~ shall applies.

(E) The license fee for a seasonal facility, which operates six or fewer consecutive months, ~~shall be~~ is payable within 30 days of the first day of operation for the current year. If the fee is not paid as provided in this ~~divisions~~ subsection, then ~~divisions~~ subsection (B) ~~of this section~~ will applies.

~~(F) One half of the license fee shall be refunded if an establishment closes or changes ownership within the first two months of the year or within any two-month period of ownership, and the application for a refund is made, in writing, within the same two-month period.~~

~~(G)~~ (F) The license fee for a temporary restaurant operating on an intermittent basis at the same specific location ~~in a grouping of less than six~~ shall will be as set by Board resolution.

(HG) The application and license fee for any temporary restaurant ~~shall~~ must be received in the environmental health office by noon two working days before the event begins.

(H) Except as provided in ~~division~~ subsection (C) and for benevolent organizations as defined in ORS 624.015, for any temporary restaurant license not applied and paid for as required in ~~division~~ subsection (G) of this section, ~~there shall be added~~, a late processing fee will be added in an amount set by Board resolution.

(I) Benevolent organizations are exempt from any temporary restaurant license or inspection related fees.

(J) For the services of the department in providing an increased frequency inspection as mandated under ORS 624.085 and OAR 333-157-0027, the department ~~shall~~ will collect a fee for each additional inspection in an amount set by Board resolution. Reinspections for the sole purpose of checking the number of food handler cards ~~shall~~ are not be subject to this fee.

(K) The department may charge a relocation fee in lieu of a full fee under certain circumstances such as, but not limited to, no change in business name, ownership, menu served or type of equipment used. The relocation fee ~~shall~~ will be in an amount set by Board resolution. Plan review fees may apply.

(L) The department ~~shall~~ will charge an inspection fee for a mobile unit licensed in another jurisdiction providing services in Multnomah County in an amount set by Board resolution.

FIRST READING:

August 22, 2002

SECOND READING AND ADOPTION:

August 29, 2002

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By Katie Gaetjens, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 989

Amending MCC §§ 21.150, 21.152, 21.605 And 21.612 Relating to Swimming Pool and Food Service Licenses and Fees

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

The Multnomah County Board of Commissioners Finds:

- a. Chapter 975 Oregon Laws 2001 created new provisions and amended state laws relating to food service facilities.
- b. It is necessary to amend MCC Chapter 21, Health, to update license and fee provisions and conform with state law.

Multnomah County Ordains as follows:

Section 1. MCC § 21.150 is amended as follows:

§ 21.150- Swimming Pool License Fee.

For the services of the department in connection with the inspection of public swimming pools, public spa pools, and bathhouses as those terms are defined in ORS 448.005, the department ~~shall~~ will collect a license fee from each applicant as set by Board resolution based on the number of swimming or spa pools located at the same address, and operated by the same licensee. ~~Annual license expires annually on December 31. fees shall be as set by Board resolution. The annual license fee must be paid in advance or postmarked to the department on or before midnight December 31 of the preceding license year.~~

Section 2. MCC § 21.152 is amended as follows:

§ 21.152 Reinspection Increased Frequency, Reinstatement and Late Fees.

(A) For the services of the department in providing increased frequency inspections, ~~more than two reinspections in a calendar year~~, the department ~~shall~~ will collect a fee for each additional inspection in an amount set by Board resolution.

(B) The Board by resolution will set a reinstatement or late fee for failure to pay license, additional inspection or plan review fees when due. ~~If any fee imposed by this subchapter is not paid within 30 days of the date due, there shall be added a penalty of 50% of such fee.~~

(C) If the department determines that the delinquency was due to reasonable cause and without any intent to avoid compliance, the ~~penalty~~ reinstatement or late fee provided by subsection (B) ~~shall~~ will be waived.

Section 3. MCC § 21.605 is amended as follows:

§ 21.605 Certificate and Program Participation Fees.

(A) All food handlers trained under § 21.603 ~~shall~~must pay the department a fee in an amount set by Board resolution for the issuance of an original food handler's certificate.

(B) All other food handlers ~~shall~~must pay the department a program participation fee in an amount set by Board resolution ~~for the issuance of an original food handler's certificate.~~

(C) All food handlers ~~shall~~must pay the department a fee in an amount set by Board resolution for the issuance of a replacement certificate.

Section 4. MCC § 21.612 is amended as follows:

§ 21.612 Payment Of License Fees, Reinspection Fees; Delinquency.

(A) Licenses issued under this subchapter ~~terminate and are renewable~~expire annually on December 31 ~~of each year.~~ The ~~renewal annual~~license fees imposed under this subchapter ~~shall~~must be paid in advance or postmarked to the department on or before midnight of ~~January-December~~ December 31 of the ~~current preceding~~current license year, ~~to the department.~~

(B) Except as provided in ~~division subsection (C) of this section,~~ to any license fee not paid as required in subsections (A), (D) and ~~(KJ) of this section,~~ there ~~shall~~will be added a reinstatement or late fee as set by Board resolution ~~penalty of 50% of such license or increased frequency inspection fees.~~

(C) If the department determines that the delinquency was due to reasonable cause and without any intent to avoid compliance, the ~~penalty reinstatement or late fee~~reinstatement or late fee provided by ~~divisions subsections (B) and (H) of this section shall~~will be waived.

(D) When a license fee is due at any ~~other time of the year,~~ other than January-December 31, the license fee ~~shall be~~is payable to the department within 30 days of application. If the license fee is not paid as provided in this ~~divisions subsection,~~ then ~~division subsection (B) of this section shall~~applies.

(E) The license fee for a seasonal facility, which operates six or fewer consecutive months, ~~shall be~~is payable within 30 days of the first day of operation for the current year. If the fee is not paid as provided in this ~~divisions subsection,~~ then ~~divisions subsection (B) of this section will~~applies.

~~(F) One half of the license fee shall be refunded if an establishment closes or changes ownership within the first two months of the year or within any two month period of ownership, and the application for a refund is made, in writing, within the same two month period.~~

~~(G)~~ (GF) The license fee for a temporary restaurant operating on an intermittent basis at the same specific location in a ~~grouping of less than six~~will be as set by Board resolution.

~~(H)~~ (HG) The application and license fee for any temporary restaurant ~~shall~~must be received in the environmental health office by noon two working days before the event begins.

(H) Except as provided in ~~division subsection (C)~~ and for benevolent organizations as defined in ORS 624.015, for any temporary restaurant license not applied and paid for as required in ~~division subsection (G-H) of this section, there shall be added,~~ a late processing fee will be added in an amount set by Board resolution.

(J) Benevolent organizations are exempt from any temporary restaurant license or inspection related fees.

(K) For the services of the department in providing an increased frequency inspection as mandated under ORS 624.085 and OAR 333-157-0027, the department ~~shall~~ will collect a fee for each additional inspection in an amount set by Board resolution. Reinspections for the sole purpose of checking the number of food handler cards ~~shall~~ are not be subject to this fee.

(L) The department may charge a relocation fee in lieu of a full fee under certain circumstances such as, but not limited to, no change in business name, ownership, menu served or type of equipment used. The relocation fee ~~shall~~ will be in an amount set by Board resolution. Plan review fees may apply.

(M) The department ~~shall~~ will charge an inspection fee for a mobile unit licensed in another jurisdiction providing services in Multnomah County in an amount set by Board resolution.

FIRST READING:

August 22, 2002

SECOND READING AND ADOPTION:

August 29, 2002



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By
Katie Gaetjens, Assistant County Attorney

MEETING DATE: August 29, 2002
AGENDA NO: R-4
ESTIMATED START TIME: 9:36 AM
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: RESOLUTION Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 00-119

BOARD BRIEFING: DATE REQUESTED: _____
REQUESTED BY: _____
AMOUNT OF TIME NEEDED: _____

REGULAR MEETING: DATE REQUESTED: Thursday, August 29, 2002
AMOUNT OF TIME NEEDED: 4 minutes

DEPARTMENT: Health DIVISION: Environmental Health
CONTACT: Lila Wickham TELEPHONE #: (503) 988-3400, 22404
BLDG/ROOM #: 245

PERSON(S) MAKING PRESENTATION: Lila Wickham

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUGGESTED AGENDA TITLE:

RESOLUTION Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 00-119

08-29-02 copies to Lila Wickham & Carol Kinoshita

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____
(OR)

DEPARTMENT MANAGER: Lillian Shirley

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Board Clerk @ (503) 988-3277 or email deborah.l.bogstad@co.multnomah.or.us



MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT ENVIRONMENTAL HEALTH SERVICES
727 NE 24TH AVENUE
PORTLAND, OREGON 97232
(503) 988-3400
FAX (503) 988-5844

DIANE LINN, CHAIR OF THE BOARD
MARIA ROJO DE STEFFEY, DISTRICT 1 COMMISSIONER
SERENA CRUZ, DISTRICT 2 COMMISSIONER
LISA NAITO, DISTRICT 3 COMMISSIONER
LONNIE ROBERTS, DISTRICT 4 COMMISSIONER

STAFF REPORT

TO: Board of County Commissioners

FROM: Lila Wickham, Environmental Health Services Manager

DATE: August 21, 2002

RE: Resolution Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 00-119

1. Recommendation/Action Requested:

Approve Resolution Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 00-119

2. Background/Analysis: Chapter 975 Oregon Laws 2001 created new provisions and amended state laws relating to food service facilities. Changes to ORS 624.020 include annual license expiration on December 31, license fee increases and imposition of a reinstatement fee. ORS 624.510 authorizes the county to determine fees for the functions such as licensing it is authorized to perform by state law. The proposed ordinance updates and conforms the code to state law and provides that fees are set by resolution. If the proposed ordinance is approved, this fee resolution will be presented to the Board that provides for a 5% increase in license facility fees to recover administrative costs.

3. Financial Impact: None anticipated. Will allow for recovery and reduction of administrative collection time and increase funds available for health and safety inspection purposes.

4. Legal Issues: None.

5. Controversial Issues: None.

6. Link to Current County Policies: Supports the county policy of cost-recovery.

7. Citizen Participation: Citizens may comment on the ordinance at the Board meeting.

8. Other Government Participation: None.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING FEES AND CHARGES FOR CHAPTER 21, HEALTH, OF THE MULTNOMAH COUNTY CODE, AND REPEALING RESOLUTION NO. 00-119

The Board of County Commissioners Finds:

Chapter 21, Health, of the Multnomah County Code provides that the Board shall establish certain fees and charges by resolution.

THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS RESOLVES:

1. The fees and charges for Chapter 21, Health, of the Multnomah County Code are set as follows:

Section 21.150. SWIMMING POOL LICENSE FEE.

First two pools, each:	\$255
Each additional pool:	\$125

Section 21.151. SWIMMING POOL AND SPA PLAN REVIEW FEES.

Minor Plan Review	\$160
Plan review, New Construction or Complete Replacement >=2,000 square feet	\$1050
Plan review, New Construction or Complete Replacement <2,000 square feet	\$790
Renewal of construction permit	\$ 65

The definition of minor plan review, new construction or complete replacement shall be established by department administrative policy.

Section 21.152 INCREASED FREQUENCY INSPECTION, REINSTATEMENT AND LATE FEES

(A) Increased Frequency Inspection	\$120
(B) Reinstatement or Late Fee	50% of fee

Section 21.408. APPLICATION FOR LICENSE (EMS)

Each ambulance:	\$250
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Section 21.605. CERTIFICATE FEES

(A) All food handlers trained under MCC 21.603 shall pay the health department a \$5 fee for the issuance of an original food handler's certificate.

- (B) All other food handlers shall pay the health department a \$10 program participation fee.
- (C) All food handlers shall pay the health department a \$5 fee for the issuance of a replacement certificate.

Section 21.610. FOOD SERVICE LICENSE FEE.

For the services of the department of health in connection with issuance of food service licenses, the department shall collect a fee from every applicant, at the time of application.

The following fee structure shall apply for full-service restaurants, limited-service restaurants, or commissary licenses issued or applied for between January 1 and September 30:

Seating capacity 0 – 15	\$290
Seating capacity 16 – 50	\$395
Seating capacity 51 – 150	\$475
Seating capacity over 150	\$560
Limited-service restaurants	\$290
Commissaries servicing 1-5 mobile units and/or 1-50 vending machines	\$290
Commissaries servicing 6 or more mobile units and/or 51 or more vending machines	\$445

Where there are more than two food service facilities located at the same address and licensed to the same licensee, the license fee shall be the amount listed above for the first two largest facilities and one-half the amount for each additional facility.

The following fee structure shall apply for full-service restaurants, limited-service restaurants, or commissary licenses issued or applied for between October 1 and December 31:

Seating capacity 0 – 15	\$150
Seating capacity 16 – 50	\$200
Seating capacity 51 – 150	\$235
Seating capacity over 150	\$280
Limited-service restaurants	\$150
Commissaries servicing 1-5 mobile units and/or 1-50 vending machines	\$150
Commissaries servicing 6 or more mobile units and/or 51 or more vending machines	\$220

Where there are more than two food service facilities located at the same address and licensed to the same licensee, the license fee shall be the amount listed above for the first two largest facilities and one-half the amount for each additional facility.

For the following special food service facilities, the following fees shall be charged for licenses issued or applied for:

Temporary restaurants:	
1 day	\$80
2-4 days	\$140
5 or more days	\$150
Non-potentially hazardous temporary restaurant: Selling only non-potentially hazardous food as defined in OAR 333-150-000 for a period of 1-30 days	\$80
Seasonal full-service, commissaries or limited-service restaurants operating six months or less	\$150
Warehouses	\$150
Mobile units as defined by OAR 333-162-0020	
Class I, II and III	\$165
Class IV	\$265
Combined Facilities Limited Service Selling individually, pre-wrapped foods and whole fruits with single service utensils in a facility that holds a pool/spa or travelers' accommodations license from the department of health:	\$130
Vending Machines:	
1-10 units	\$170
11-20 units	\$325
21-30 units	\$500
31-40 units	\$580
41-50 units	\$655
51-75 units	\$825
76-100 units	\$990
101-250 units	\$1315
251-500 units	\$2460
501-750 units	\$3950
751-1,000 units	\$4935
1,001-1,500 units	\$6585
1,500-2,000 units	\$6585 plus \$1 for each unit over 2,000 units

The following fee structure shall apply for limited service, combined facilities limited service, mobile units, warehouses or vending machines issued or applied for between October 1 and December 31:

Limited Service: Selling only pre-wrapped food without the use of reusable utensils	\$80
Warehouses	\$80
Mobile units as defined by OAR 333-162-0020	
Class I, II and III	\$85
Class IV	\$130
Combined Facilities Limited Service: Selling individually, pre-wrapped foods and whole fruits with single service utensils in a facility that holds a pool/spa or travelers' accommodations license from the department of health:	\$130
Vending Machines:	
1-10 units	\$85
11-20 units	\$160
21-30 units	\$250
31-40 units	\$290
41-50 units	\$325
51-75 units	\$410
76-100 units	\$495
101-250 units	\$655
251-500 units	\$1230
501-750 units	\$1975
751-1,000 units	\$2470
1,001-1,500 units	\$3295
1,500-2,000 units	\$3295 plus \$.50 for each unit over 2,000 units
Section 21.611. FOOD SERVICE PLAN REVIEW	
Minor Plan Review	\$55
Mobile unit plan review	
Class I, II or III	\$170
Class IV	\$250
Major remodeling	\$440
New construction	
0-50 seats	\$440
Over 50 seats	\$550

The definition of minor plan review mobile unit plan review, major remodeling and new construction shall be established by department administrative policy. Benevolent organizations are subject to food service plan review fees.

Section 21.612. PAYMENT OF LICENSE FEES, REINSPECTION FEES;
DELINQUENCY.

(B)	Reinstatement or Late Fee:	50% of fee
(F)	Temporary license on intermittent basis with less than six retail vendors	\$150 per month for first four months of operation within a calendar year \$55 per month for the remainder of the year
	Temporary license on Intermittent basis with six or more retail vendors	\$150 per month for first three months of operation within a calendar year, \$110 for the fourth month of operation within a calendar year, not to exceed the maximum full service restaurant fee
(H)	Temporary License late processing fee	\$50
(J)	Increased frequency inspection	\$120 for each additional inspection
(K)	Relocation fee	\$50
(L)	Inspection of mobile unit licensed In another jurisdiction	\$25

Section 21.613. BED AND BREAKFAST FACILITIES; FOOD SERVICE LICENSE FEES.

Annual license fee	\$150
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Section 21.650. TOURIST AND TRAVELERS FACILITIES LICENSE FEES.

Tourist and travelers facilities and recreation parks:

1-25 units:	\$195
26-50 units:	\$225
51-75 units:	\$280
76-100 units	\$295
101 units and over:	\$295 plus \$1 per unit over 100 units

Picnic parks:	\$75
Organizational camps:	\$145
Day camps	\$90

Section 21.651. BED AND BREAKFAST FACILITIES; TOURIST ACCOMMODATIONS LICENSE FEE.

Annual license fee	\$75
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Section 21.708. HEARING.

Deposit for each witness subpoenaed for hearing	\$15
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2. This resolution takes effect and Resolution No. 00-119 is repealed on January 1, 2003.

ADOPTED this 29th day of August 2003.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Katie Gaetjens, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 02-118

Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 00-119

The Multnomah County Board of Commissioners Finds:

Chapter 21, Health, of the Multnomah County Code provides that the Board shall establish certain fees and charges by resolution.

The Multnomah County Board of Commissioners Resolves:

1. The fees and charges for Chapter 21, Health, of the Multnomah County Code are set as follows:

Section 21.150. SWIMMING POOL LICENSE FEE.

First two pools, each:	\$255
Each additional pool:	\$125

Section 21.151. SWIMMING POOL AND SPA PLAN REVIEW FEES.

Minor Plan Review	\$160
Plan review, New Construction or Complete Replacement >=2,000 square feet	\$1050
Plan review, New Construction or Complete Replacement <2,000 square feet	\$790
Renewal of construction permit	\$ 65

The definition of minor plan review, new construction or complete replacement shall be established by department administrative policy.

Section 21.152 INCREASED FREQUENCY INSPECTION, REINSTATEMENT AND LATE FEES

(A) Increased Frequency Inspection	\$120
(B) Reinstatement or Late Fee	50% of fee

Section 21.408. APPLICATION FOR LICENSE (EMS)

Each ambulance:	\$250
-----------------	-------

Section 21.605. CERTIFICATE FEES

(A) All food handlers trained under MCC 21.603 shall pay the health department a \$5 fee for the issuance of an original food handler's certificate.

- (B) All other food handlers shall pay the health department a \$10 program participation fee.
- (C) All food handlers shall pay the health department a \$5 fee for the issuance of a replacement certificate.

Section 21.610. FOOD SERVICE LICENSE FEE.

For the services of the department of health in connection with issuance of food service licenses, the department shall collect a fee from every applicant, at the time of application.

The following fee structure shall apply for full-service restaurants, limited-service restaurants, or commissary licenses issued or applied for between January 1 and September 30:

Seating capacity 0 – 15	\$290
Seating capacity 16 – 50	\$395
Seating capacity 51 – 150	\$475
Seating capacity over 150	\$560
Limited-service restaurants	\$290
Commissaries servicing 1-5 mobile units and/or 1-50 vending machines	\$290
Commissaries servicing 6 or more mobile units and/or 51 or more vending machines	\$445

Where there are more than two food service facilities located at the same address and licensed to the same licensee, the license fee shall be the amount listed above for the first two largest facilities and one-half the amount for each additional facility.

The following fee structure shall apply for full-service restaurants, limited-service restaurants, or commissary licenses issued or applied for between October 1 and December 31:

Seating capacity 0 – 15	\$150
Seating capacity 16 – 50	\$200
Seating capacity 51 –150	\$235
Seating capacity over 150	\$280
Limited-service restaurants	\$150
Commissaries servicing 1-5 mobile units and/or 1-50 vending machines	\$150
Commissaries servicing 6 or more mobile units and/or 51 or more vending machines	\$220

Where there are more than two food service facilities located at the same address and licensed to the same licensee, the license fee shall be the amount listed above for the first two largest facilities and one-half the amount for each additional facility.

For the following special food service facilities, the following fees shall be charged for licenses issued or applied for:

Temporary restaurants:	
1 day	\$80
2-4 days	\$140
5 or more days	\$150
Non-potentially hazardous temporary restaurant:	
Selling only non-potentially hazardous food as defined in OAR 333-150-000 for a period of 1-30 days	\$80
Seasonal full-service, commissaries or limited-service restaurants operating six months or less	\$150
Warehouses	\$150
Mobile units as defined by OAR 333-162-0020	
Class I, II and III	\$165
Class IV	\$265
Combined Facilities Limited Service Selling individually, pre-wrapped foods and whole fruits with single service utensils in a facility that holds a pool/spa or travelers' accommodations license from the department of health:	\$130
Vending Machines:	
1-10 units	\$170
11-20 units	\$325
21-30 units	\$500
31-40 units	\$580
41-50 units	\$655
51-75 units	\$825
76-100 units	\$990
101-250 units	\$1315
251-500 units	\$2460
501-750 units	\$3950
751-1,000 units	\$4935
1,001-1,500 units	\$6585
1,500-2,000 units	\$6585 plus \$1 for each unit over 2,000 units

The following fee structure shall apply for limited service, combined facilities limited service, mobile units, warehouses or vending machines issued or applied for between October 1 and December 31:

Limited Service: Selling only pre-wrapped food without the use of reusable utensils	\$80
Warehouses	\$80
Mobile units as defined by OAR 333-162-0020	
Class I, II and III	\$85
Class IV	\$130
Combined Facilities Limited Service: Selling individually, pre-wrapped foods and whole fruits with single service utensils in a facility that holds a pool/spa or travelers' accommodations license from the department of health:	\$130
Vending Machines:	
1-10 units	\$85
11-20 units	\$160
21-30 units	\$250
31-40 units	\$290
41-50 units	\$325
51-75 units	\$410
76-100 units	\$495
101-250 units	\$655
251-500 units	\$1230
501-750 units	\$1975
751-1,000 units	\$2470
1,001-1,500 units	\$3295
1,500-2,000 units	\$3295 plus \$.50 for each unit over 2,000 units
Section 21.611. FOOD SERVICE PLAN REVIEW	
Minor Plan Review	\$55
Mobile unit plan review	
Class I, II or III	\$170
Class IV	\$250
Major remodeling	\$440
New construction	
0-50 seats	\$440
Over 50 seats	\$550

The definition of minor plan review mobile unit plan review, major remodeling and new construction shall be established by department administrative policy. Benevolent organizations are subject to food service plan review fees.

Section 21.612. PAYMENT OF LICENSE FEES, REINSPECTION FEES;
DELINQUENCY.

(B)	Reinstatement or Late Fee:	50% of fee
(F)	Temporary license on intermittent basis with less than six retail vendors	\$150 per month for first four months of operation within a calendar year
		\$55 per month for the remainder of the year
	Temporary license on Intermittent basis with six or more retail vendors	\$150 per month for first three months of operation within a calendar year,
		\$110 for the fourth month of operation within a calendar year, not to exceed the maximum full service restaurant fee
(H)	Temporary License late processing fee	\$50
(J)	Increased frequency inspection	\$120 for each additional inspection
(K)	Relocation fee	\$50
(L)	Inspection of mobile unit licensed In another jurisdiction	\$25

Section 21.613. BED AND BREAKFAST FACILITIES; FOOD SERVICE LICENSE FEES.

Annual license fee	\$150
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Section 21.650. TOURIST AND TRAVELERS FACILITIES LICENSE FEES.

Tourist and travelers facilities and recreation parks:

1-25 units:	\$195
26-50 units:	\$225
51-75 units:	\$280
76-100 units	\$295
101 units and over:	\$295 plus \$1 per unit over 100 units

Picnic parks:	\$75
Organizational camps:	\$145
Day camps	\$90

Section 21.651. BED AND BREAKFAST FACILITIES; TOURIST ACCOMMODATIONS LICENSE FEE.

Annual license fee	\$75
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Section 21.708. HEARING.

Deposit for each witness subpoenaed for hearing	\$15
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2. This resolution takes effect and Resolution No. 00-119 is repealed on January 1, 2003.

ADOPTED this 29th day of August 2002.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Katie Gaetjens, Assistant County Attorney



OFFICE OF
MULTNOMAH COUNTY ATTORNEY

THOMAS SPONSLE
County Attorney

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503.988.3138

SCOTT ERIK ASPHAUG
AGNES SOWLE
Deputies

DAVID N. BLANKFELD
SANDRA N. DUFFY
SUSAN DUNAWAY
KATIE GAETJENS
PATRICK HENRY
GERALD H. ITKIN
JENNY M. MORF
MATTHEW O. RYAN
KATHRYN A. SHORT
JOHN S. THOMAS
JACQUELINE A. WEBER
Assistants

STAFF REPORT

TO: Board of County Commissioners

FROM: Thomas Sponsler, County Attorney

DATE: August 21, 2002

RE: Resolution Adopting Rules for Board Meetings and Repealing Resolution 99-74

-
1. Recommendation/Action Requested: Approve a resolution adopting rules for Board meetings and repealing Resolution 99-74.
 2. Background/Analysis: The Multnomah County Home Rule Charter provides that the Board adopt and publish rules for the conduct of its meetings. The rules have been reviewed and edited to update and clarify existing provisions. Proposed amendments include eliminating references to land use appeal hearing procedures that are no longer relevant, clarifying procedures for immediate consideration of items not included on the agenda, adding posting of notice and agenda packet materials to the Board's internet web site and referencing the new sign-up system for public testimony.
 3. Financial Impact: N/A.
 4. Legal Issues: This document is in compliance with the Multnomah County Home Rule Charter, public meetings law and other relevant statutes.
 5. Controversial Issues: None.
 6. Link to Current County Policies: Good government benchmark.
 7. Citizen Participation: N/A.
 8. Other Government Participation: N/A.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. _____

Adopting Rules for Board Meetings and Repealing Resolution 99-74

The Multnomah County Board of Commissioners Finds:

- a. Multnomah County Home Rule Charter section 3.50 contains requirements for Board meetings, and subsection (1) requires the Board to adopt and publish rules for the conduct of its meetings.
- b. All Board meetings must comply with the Oregon Public Meetings Law.
- c. Resolution 99-74 adopted the current Board rules that now need revision.

The Multnomah County Board of Commissioners Resolves:

SECTION 1. ORGANIZATION

- A. The Chair presides at Board meetings and has a vote on each matter before the Board. The presiding officer may not make or second motions unless the position is first relinquished for that purpose.
- B. The Vice-Chair presides when the Chair is absent.
- C. In the absence of both the Chair and Vice-Chair, the Commissioner with the most seniority in office will act as presiding officer.
- D. The presiding officer will sign all documents approved at the Board meeting.

SECTION 2. APPOINTMENT OF VICE-CHAIR

- A. At the first regular meeting of each calendar year, the Board will appoint a Vice-Chair. Appointments will be made in rotation by Commission District number. A Commissioner may refuse the position, and then the Commissioner in the next numbered district will be appointed.
- B. If there is a vacancy in the Vice-Chair position, the Board will appoint a Vice-Chair from the next numerical Commissioner District at the first regular meeting following the vacancy.

SECTION 3. MINUTES

- A. The Board Clerk will make a record of all Board meetings.
- B. The written record will comply with the Oregon Public Meetings Law. The records will be accessible to the public during regular office hours.

SECTION 4. MEETINGS

A. REGULAR MEETINGS

- (1) All meetings are open to the public, except executive sessions.
- (2) All Board meetings are held in the Commissioners' Boardroom and other locations accessible to the public as noted on the agenda.
- (3) The Board meets each Thursday to deliberate on County business and make decisions.
- (4) The Board may meet on the first and third Tuesday of the month and other days as necessary for work sessions and staff briefings. The Chair may cancel Board work sessions or briefings or combine them with regular or special meetings.
- (5) When it is in the public interest, the Board by majority vote at any meeting may adjourn to another time or to another location accessible to the public.

B. SPECIAL MEETINGS

- (1) The Chair or three other Board members may call special meetings. The special meeting notice must include an agenda of items for consideration. The notice must be delivered personally to each Commissioner or the Commissioner's office or residence at least 24 hours before the meeting.
- (2) Board action at a special meeting, except adoption of an emergency ordinance, does not take effect unless ratified at the next regular meeting.

C. EXECUTIVE SESSIONS

- (1) The Board may meet in executive session in accordance with state law. At the beginning of each executive session, the statutory authority for the meeting must be stated.
- (2) The Board will require that news media representatives not disclose specified information that is the subject of the executive session.

SECTION 5. NOTICE AND AGENDA

- A. The Board Clerk will maintain an interested person Board meeting notice list. The list will include the names and addresses of interested persons including news media that have requested notice of Board meetings. The Board Clerk will give notice stating the time and place of Board meetings and the agenda to persons on the list, and post the notice to the Board's internet web site. Agenda packet materials will also be posted to the web site.
 - (1) Notice will be given at least 72 hours before each regular meeting.
 - (2) Notice will be given 24 hours before each special meeting.
- B. The Chair, each Commissioner, the Sheriff, the District Attorney, the Auditor and Department Directors may place matters on a Board meeting agenda. The official who places a matter on a Board agenda may withdraw or postpone the matter at any time before the start of the meeting. If the agenda has been distributed, the Board must decide to continue the matter to another date or postpone it indefinitely.
- C. The Chair will supervise agenda preparation. The Chair may adopt Executive Rules for placement of matters on the Board agenda, and the format for ordinances, resolutions, orders, proclamations and other Board documents.

SECTION 6. UNANIMOUS CONSENT

- A. The Board may act on an item not on the agenda notice if at least three Commissioners vote in favor of a motion to immediately consider the matter.
- B. For the matter to be adopted, all Commissioners present must vote in favor of the matter.

SECTION 7. ATTENDANCE, QUORUM

- A. Commissioners will provide written or electronic mail notification of all anticipated absences from Board meetings to each other and the Board Clerk.
- B. A quorum consists of three Commissioners.
- C. If there is an emergency, two Commissioners may meet and compel the attendance of absent members with assistance from the Sheriff.

SECTION 8. VOTING

- A. A Commissioner who cannot be physically present at a meeting may attend and participate by telephone. Except for executive sessions, the public will be provided a place to listen to the communication.
- B. If a potential conflict of interest exists for any Commissioner relating to any matter on the Board agenda, the Commissioner will publicly announce the nature of the potential conflict before participating in the Board discussion of that matter. If a Commissioner has an actual conflict of interest relating to any matter, the Commissioner may not participate or vote on that matter.
- C. After a motion and second, the presiding officer will request an explanation of the agenda matter and accept public testimony. At the conclusion of Board discussion, the presiding officer will state the motion before the Board and call for the vote.
- D. After the call for the vote, no further discussion is permitted, but the presiding officer will permit the maker to withdraw the motion to allow further discussion.
- E. Commissioners will vote orally. A roll call vote will be conducted if requested by any Commissioner. The presiding officer will announce the results of the vote, and the vote of each Commissioner will be recorded.
- F. Motions and amendments to motions fail if there is a tie vote.
- G. Regular meeting agendas include a consent calendar for approval of items determined routine by the Chair. The consent calendar may be approved by a single motion, second and vote of the Board. At the request of any Commissioner, a consent calendar item will be considered on the regular agenda.
- H. Agenda items may be taken out of order at the discretion of the presiding officer.

SECTION 9. PUBLIC TESTIMONY

- A. The presiding officer may regulate the length of public participation and limit appearances to presentations of relevant points.
- B. To assist persons wishing to testify at Board meetings, the Board Clerk will make public sign-up sheets available. Persons will be called to testify in the order they are submitted to the Board Clerk, unless otherwise recognized by the presiding officer.
- C. The presiding officer has authority to keep order and impose reasonable restrictions necessary for the efficient and orderly conduct of a meeting. Any person who fails to comply with reasonable rules of conduct or who creates a

disturbance may be asked or required to leave and upon failure to do so becomes a trespasser.

SECTION 10. ORDINANCES

- A. Proposed ordinances will be prepared or reviewed and approved by the County Attorney.
- B. Except for ordinances containing emergency clauses, proposed ordinances will be read at regular Board meetings on two different days at least six days apart.
- C. A proposed ordinance may be read by title only if copies of the ordinance are available to the public at the meeting.
- D. A motion to move a proposed ordinance to its second reading requires the affirmative concurrence of at least three members of the Board. Unless a later date is provided by the Board, upon passage of the motion, the presiding officer will announce the second reading is scheduled for the next regular meeting, which must be at least six days from passage of the motion.
- E. No change or amendment to a proposed ordinance that has been placed on the agenda may be made except by approval of a majority of the Board during the public hearing of the ordinance. If the Board approves a change that materially affects a proposed ordinance, an additional reading of the proposed ordinance may be held.
- F. A non-emergency ordinance takes effect thirty days after adoption by the Board unless it prescribes a later effective date or it is referred to County voters.
- G. A proposed ordinance to meet an emergency may be introduced, read once and enacted at a single meeting with unanimous consent of all Board members present. If the Board votes in favor of passage at the first reading but the vote is not unanimous, the proposed ordinance must be scheduled for a second reading. At the second reading, the proposed ordinance may be approved as either an emergency or a non-emergency ordinance by majority vote.
- H. Following Board adoption, an emergency ordinance takes effect immediately upon signature of the presiding officer or the date provided in the ordinance.

SECTION 11. APPLICATION OF RULES

The Board is the governing body for Dunthorpe-Riverdale Sanitary Service District No. 1 and the Mid-County Street Lighting Service District No. 14. The Board also sits as the Multnomah County Budget Committee, the Public Contract Review Board and in other capacities. These Rules apply to the meetings in all capacities.

SECTION 12. MISCELLANEOUS

- A. Any procedure or situation not covered by law or these Rules is governed by the most recent edition of Robert's Rules of Order Newly Revised.
- B. Copies of these Board Rules will be available at all Board meetings.

SECTION 13. ADOPTION

This resolution repeals Resolution 99-74 and all previously adopted Board Rules. These Rules take effect immediately upon Board adoption.

ADOPTED this 29th day of August 2002.

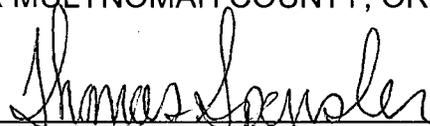
BOARD OF COUNTY COMMISSIONERS
FOR MULTOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By



Thomas Sponsler, County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 02-119

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The Multnomah County Board of Commissioners Finds:

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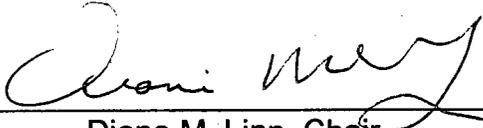
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ADOPTED this 29th day of August 2002.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON



Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 

Thomas Sponsler, County Attorney



Commissioner Serena Cruz, District 2

MULTNOMAH COUNTY OREGON

501 SE Hawthorne Blvd Suite 600
Portland, Oregon 97214
(503) 988-5219 phone
(503) 988-5440 fax

STAFF REPORT

TO: Board of County Commissioners
FROM: Commissioner Serena Cruz
DATE: August 21, 2002
RE: Housing Connections

1. Recommendation/Action Requested:
None

2. Background/Analysis:

Housing Connections is a web-based community service that is intended to better connect providers of housing and housing services to renters who are looking for these types of housing opportunities. Their goal is to provide access to up-to-date housing information with user-friendly tools. These tools are customized for each of our user groups: renters, landlords and property managers, and housing agency staff that help people find and keep housing.

Housing Connections offers a number of tools and services:

- The Housing Locator: Landlords can list, and renters can search for, affordable, accessible or special needs housing.
- The Housing Calculator: A tool that renters can use to determine their affordable monthly rent payment and their median family income (necessary for eligibility for some rentals).
- The Housing Services Locator (coming Fall 2002): Anyone can search for services provided by local agencies that address a variety of housing barriers and issues.

The Waitlist Management Tool (coming Fall 2002): This tool will allow renters to apply for multiple property waitlists online through one form, and keep their contact information up-to-date

- With One Tool. This same tool will allow to property managers to manage property waitlists electronically.
- The Online Rental Application (coming Fall 2002): Renters can apply to multiple properties with one electronic application.

Housing Connections is sponsored by the City of Portland Bureau of Housing and Community Development. The site continues to be developed with the City of Portland Bureau of Information Technology, Corporate GIS Division, as well as a number of housing agencies and property management companies.

3. Financial Impact:

None

4. Legal Issues:

None

5. Controversial Issues:

None

6. Link to Current County Policies:

Housing Connections is related to the County's Urgent Benchmark of "Reducing Poverty." Low-income people can resolve their economic or housing insecurity by accessing housing information and services. The Housing Connections is a front-line tool for empowering low-income people to find and utilize housing and housing related programs to meet their family's immediate and longer-term needs.

The Housing Connection also supports the Benchmark "Increasing Access." Besides providing direct housing information, the website has links to other resources to assist renters. One of the main

lessons in reducing poverty is to increase access to programs like Oregon Helps, the Fair Housing Council and by providing information on the Earned Income Tax Credit etc.

7. Citizen Participation:

Landlords, rental managers and renters were involved in developing this program.

8. Other Government Participation:

Housing Connections serves Portland Metropolitan Area including Multnomah, Washington, Clackamas Counties in Oregon and Clark County in Washington. The following local governmental jurisdictions participate in Housing Connections:

- The City of Portland
- The City of Gresham
- Multnomah County
- The City of Beaverton
- Washington County
- Clackamas County
- The Housing Authority of Portland
- Vancouver Housing Authority
- Housing Authority of Clackamas County
- Washington County Housing Authority

Housing Connections was made possible in part by grants from the Technology Opportunities Program, National Telecommunications and Information Administration, US Department of Commerce; Mt. Hood Cable Regulatory Commission through funds provided by AT&T; and the Department of Housing and Urban Development.