



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • CHAIR • 248-3308
PAULINE ANDERSON • DISTRICT 1 • 248-5220
GRETCHEN KAFOURY • DISTRICT 2 • 248-5219
RICK BAUMAN • DISTRICT 3 • 248-5217
SHARRON KELLEY • DISTRICT 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

AGENDA OF
MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS
FOR THE WEEK OF
August 21 to August 25, 1989

Tuesday, August 22, 1989 - 1:30 PM - Informal Meeting . . Page 2

Wednesday, August 23, 1989 - 9:00 A.M. - Policy Development
Committee
Blue Lake Lakehouse
Agenda: Justice Service Discussion

Thursday, August 24, 1989 - 9:00 AM - Executive Session . Page 3
9:30 AM - Formal Meeting
Work Session

Tuesday, August 22, 1989 - 1:30 PM

Multnomah County Courthouse, Room 602

INFORMAL

1. Progress report on new S.E. Health Clinic - Duane Zussy
2. Overview of the Social Services Division's Family Support Project - Duane Zussy, Gary Smith, Susan Clark
3. Informal Review of Formal Agenda of August 24, 1989

PUBLIC TESTIMONY WILL NOT BE TAKEN AT INFORMAL MEETINGS

NOTE EARLIER STARTING TIME

Thursday, August 24, 1989, 9:00 AM

Multnomah County Courthouse, Room 602

Executive Session

Executive Session regarding the status of current labor negotiations with the Deputy Sheriff's Association (as allowed by ORS 192.660(2))

9:30 AM

Formal Agenda

REGULAR AGENDA

BOARD OF COUNTY COMMISSIONERS

- R-1 In the matter of the ratification of the appointment of William R. Fritz to the Planning Commission, term expiring March, 1993
- R-2 In the matter of the ratification of the appointment of Tom Cunningham to the Metropolitan Community Action Board, term expiring August, 1990
- R-3 In the matter of the ratification of the appointments to the Community Health Council of Rick Schwarz and Jill Nichols, term expiring June, 1992, and Joanne DeHoff, term expiring June, 1991
- R-4 In the matter of the ratification of the appointments to the Department of Human Services Budget Advisory Committee of Sue Shaw, William Brewster, Virginia Quiroz, and Ann Porter (terms expiring September, 1992), Michael Schultz (term expiring June, 1990), and the reappointment of Janet Billings and Gerald Blake (terms expiring September, 1992)

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-5 In the matter of ratification of an Amendment to a Intergovernmental Agreement with the City of Gresham for Transition of Planning Services which would apply the Gresham Plan and Zone designations to unincorporated lands immediately upon annexation

- R-6 In the matter of ratification of an Intergovernmental Agreement with the City of Portland to maintain the Marine Drive Bike Path between NE 148th Avenue and 182nd Avenue
- R-7 In the matter of ratification of an Intergovernmental Agreement with the City of Gresham to include utility construction with county road construction (223rd Avenue - street improvements)

DEPARTMENT OF GENERAL SERVICES

- R-8 In the matter of ratification of an Intergovernmental Agreement with Multnomah ESD to allow the County's contract for the purchase of Herman Miller furnishings to be used by Multnomah ESD in accordance with Bid #B43-100-3028

DEPARTMENT OF HUMAN SERVICES

- R-9 In the matter of ratification of an Intergovernmental Agreement with the State Health Division (HIV Program) whereby State agrees to continue to be responsible for all the research components of "Outreach and AIDS Prevention Education to IV Drug Users Research Demonstration Grant"
- R-10 Budget Modification DHS #1 to increase Social Services Division budgets a net total of \$321,143 to reflect Amendment #2 to the State Mental Health Grant
- R-11 Budget Modification DHS #2 to increase Social Services Division budgets a net total of \$5,644 to reflect Amendment #3 to the State Mental Health Grant

NONDEPARTMENTAL

- R-12 Order in the matter of granting permission to move remains of Margaret Duprea
- R-13 Notice of Intent to submit a grant application to the Urban Corps Expansion Project for \$10,000, to undertake a program of human service, community empowerment and neighborhood improvement aimed at revitalizing local areas and giving youth the necessary skills to become successful citizens
- R-14 Resolution in the matter of requesting Oregon Lottery Commission to exclude Multnomah County as a video poker program site

WORK SESSION

Capital Improvements Program discussion (CIP) - (if needed) - Held over from August 10, 1989 - Paul Yarborough

Thursday Meetings of the Multnomah County Board of Commissioners are recorded and can be seen at the following times:
Thursday, 10:00 PM, Channel 11 for East and West side subscribers
Friday, 6:00 P.M., Channel 27 for Rogers Multnomah East subscribers
Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

0500C.43-47

AUG 14 1989

DATE SUBMITTED _____

(For Clerk's Use)
Meeting Date AUG 22 1989
Agenda No. 1

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: PROGRESS REPORT ON NEW S.E. HEALTH CLINIC

Informal Only* Aug 22, 1989
(Date)

Formal Only _____
(Date)

DEPARTMENT Human Services DIVISION Health

CONTACT Dwayne Prather/ Jim Emerson TELEPHONE X3674/ 3322

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Duane Zussy

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Brief the Board on progress of remodeling and adding to the Boilermaker building at 34th and Powell to house the new S. E. Health Clinic.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☒ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☐ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 min

IMPACT:

PERSONNEL

☐ FISCAL/BUDGETARY

☐ General Fund

Other _____

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: Duane Zussy (pc)

BUDGET / PERSONNEL /

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

DATE SUBMITTED _____

AUG 15 1989

(For Clerk's **LOG**)
Meeting Date **22** 22 1989
Agenda No. **2**

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Family Support Project Update

Informal Only* August 22, 1989
(Date)

Formal Only _____
(Date)

DEPARTMENT Human Services DIVISION Social Services

CONTACT Gary Smith/Susan Clark TELEPHONE 248-3691

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Duane Zussy, Gary Smith, Susan Clark

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Social Services Division requests the opportunity to provide the Board of County Commissioners with an informal overview of the Social Services Division's Family Support Project and update Board staff on the progress of developing and refining project guidelines and procedures.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☐ RATIFICATION

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 20 minutes

IMPACT:

PERSONNEL

☐ FISCAL/BUDGETARY

☐ -General Fund

Other _____

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: *[Signature]* **8/15/89**

BUDGET / PERSONNEL 1

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

1989 AUG 15 11:33
CLERK OF
COUNTY COMMISSIONERS
MULTI-COUNTY
OREGON



MULTNOMAH COUNTY OREGON

Jane McBarin

DEPARTMENT OF HUMAN SERVICES
SOCIAL AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK ST., 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER
RICK BAUMAN • DISTRICT 3 COMMISSIONER
POLLY CASTERLINE • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Gladys McCoy, Multnomah County Chair
Commissioner Pauline Anderson
Commissioner Rick Bauman
Commissioner Gretchen Kafoury
Commissioner Sharon Kelley

VIA: Duane Zussy *Duane Zussy*
Director, Department of Human Services

FROM: Gary W. Smith *GW Smith*
Director, Social Services Division

SUBJECT: FAMILY SUPPORT PROJECT BRIEFING

1989 AUG 21 PM 1:43
CLERK OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON

Attached please find a background paper on the Family Support Project, along with draft guidelines for the operation of the project. This material will form the basis of what will be discussed at tomorrow's Board Informal. The attached guidelines are draft. Please note we are quite willing to modify them as necessary after discussing them with you. We are recommending continuation of the Family Support Project and wish Board direction in this regard.

BRIEFING TO BOARD OF COUNTY COMMISSIONERS

FAMILY SUPPORT PROJECT

AUGUST 22, 1989

ISSUE: Should Multnomah County continue to operate the Pilot Family Support Project using revised policies and procedures?

BACKGROUND: In May of 1988 the Multnomah County Developmental Disabilities Program submitted a proposal in response to an Oregon Developmental Disabilities Council\Oregon Mental Health Division RFP for the development of a pilot family support program for families of persons with developmental disabilities. The concept of "family support" is relatively new in Oregon and a radical departure from our other services in that services and financial assistance are determined by the individual participating families, one of the basic tenets being that families with developmentally disabled members know best what they need. The purpose of the project is to meet special needs of families; to strengthen the family's capacity to provide care; to prevent unnecessary out-of-home placements; and to make it possible for families to choose to have their family members return from such placement. Funding for the project was allocated in November of 1988; services began in March of 1989. During the interim, approximately 2,000 notices about the project were distributed. Over 460 applications to participate were subsequently received and 60 families were selected to participate through a blind, random selection.

Because this is a pilot project, few guidelines were established by the State. The RFP specifically prohibited financial need as a criteria for selection of families; it also prohibits placing arbitrary limits on the amount of funds which can be spent per family. It is the nature of pilot programs to explore innovative ways to provide service and to develop guidelines as the program progresses. In the case of Family Support, the lack of guidelines contributed to concerns about some program expenditures. A Family Support Council was established to advise the program regarding policies and procedures for implementing the Family Support concept. The concept is "whatever it takes" to keep the developmentally disabled person at home and to maintain the dignity, unity and competence of the families. Families determining their own needs, support for the entire family, and community integration are goals of the project. The definitions of financial assistance have been interpreted very broadly by the Council and the program. Some concerns identified by staff and included in recent news articles about the project include expenditures for household appliances, camping and boating equipment, car repairs, and dance lessons. The press focused in on the fact that a DD Program employee was a Family Support Project recipient.

DISCUSSION: After learning of some staff concerns about the appropriateness of project expenditures, a committee was established to review the operation of the Family Support Program and develop guidelines. In addition, all expenditures are being reviewed administratively before any payments are made. Guidelines for project expenditures have been drafted and presented to the Family Support Advisory Council. Although guidelines will help to define expenditure limits for the project, judgment calls will continue to be required due to the uniqueness of family needs. We expect that some controversy will continue because funds have been allocated to this program for non emergency services at a time when emergency services elsewhere are suffering from underfunding.

RECOMMENDATION: To continue the basic tenets of the Family Support Project using the guidelines that are currently being developed.

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MULTNOMAH COUNTY OREGON

DRAFT

HUMAN SERVICES
SOCIAL SERVICES DIVISION
DEVELOPMENTAL DISABILITIES PROGRAM
426 S.W. STARK, 7TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3658

BOARD OF COUNTY COMMISSIONERS
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POLLY CASTERLINE • DISTRICT 4 COMMISSIONER

THE PHILOSOPHY OF THE FAMILY SUPPORT PROJECT

The guiding principle of Family Support is that families should receive the supports necessary to maintain the unity, integrity, and competence of the family. Supports to families should be flexible, personalized, and designed to meet their diverse needs, in order to maintain their family member who has a developmental disability at home.

Family Supports should support the entire family. They should be defined broadly in terms of enhancing the abilities of the entire family, including the members with disabilities, parents, spouses, siblings, and other household members.

Family support services should encourage the integration of individuals with a disability and their families into the community. They should be designed to maximize participation in community life for all family members.

Natural sources of support, including existing social networks and associations, are preferred over agency programs and professional services. When agencies become involved with families they should support the families' natural sources of support (e.g., extended family, friends, neighbors, and community associations), and help build new connections to existing community resources. When natural sources of support cannot meet particular needs of families, specialized services may need to be developed.

When professional or agency-operated support services are involved they should be based on the assumption that families, rather than agencies, are in the best position to determine their needs. They should enable families by creating opportunities for the family to display competencies. They should empower families by enabling them to identify their own needs, to use their competencies to meet those needs, and to attribute changes to their own actions. In short, systems should maximize the family's control over the services and supports they receive so they can acquire a sense of control over their life.

IN PRACTICE:

1. Families identify and prioritize the goals for their own Individualized Family Support Plan (IFSP).

Goals are identified and prioritized in a family discussion facilitated by the Family Support Consultant. The family discussion is held after the family has completed a Needs Survey, an Informal Support Network measure, a Family APGAR, and demographic information required by the Project.

2. Actions identified to complete IFSP goals are determined by the family in conjunction with the Family Support Consultant.

When a family's identified goal involves financial assistance from the Family Support Project, the Project is required to consider all other community resources, and the family's resources, financial and otherwise. This consideration must allow for each family's unique situation.

The amount of each goal-related expenditure should also be evaluated in the context of the Project's funding limitations.

All goals identified by families are to be met in a manner that is individualized and that respects their cultural diversity.

3. Due to the Project's need to be accountable to its funding sources on the ways in which Project funds are spent on behalf of families, some types of family goals requiring financial assistance from the Project will require approval. Please refer to the Guidelines.

THE ROLE OF THE FAMILY SUPPORT CONSULTANT

The Family Support Consultant will:

- 1) establish through personal support, information and assistance, and financial resources, an opportunity for families to create a home environment conducive to optimal family living
- 2) enable families to increase their unity, integrity, and competence
- 3) enable the family to accommodate their member who has a developmental disability, as an integral part of the family unit
- 4) focus on enhancing the capacity of natural sources of support for families, such as extended family, friends, neighbors, and other existing social networks and associations
- 5) provide support to families by
 - a) meeting with families to assist them to assess their needs
 - b) identify areas where the family feels support is needed
 - c) assist the family to specify goals in those areas that support is needed
 - d) facilitate the family's prioritization of those goals
 - e) assist the family to assess their own resources, financial and otherwise
 - f) identify possible resource areas, including optimal use of the family's natural supports (e.g., family, friends, neighbors), also community resources and agencies
 - g) identify the methods of support preferred by the family
- 6) draft the Individualized Family Support Plan (IFSP) with the family
 - a) state the family's goals on the IFSP
 - b) state the action steps to be taken to reach those goals
 - c) state the responsible parties for each action step
 - d) state timelines for completion of action steps and date when action step is completed
 - e) have the family sign the IFSP to show approval and agreement
- 7) provide support to meet the goals through actions outlined in the IFSP
- 8) review and update the IFSP at 6 month intervals, or as changes are needed
- 9) present to the Family Support Review Team, as the family's advocate, any family goals involving financial assistance from the Project that require prior authorization. Please refer to the Guidelines.
 - a) assist the family to prepare a written explanation of the goal/action requiring prior authorization and attach it to the IFSP.

CONSIDERATIONS FOR THE REVIEW OF FAMILIES' GOALS/ACTIONS

The Family Support Consultant will use the following questions to assist families when setting and prioritizing their goals for the IFSP.

The Family Support Consultant will use these questions to assist families when preparing an explanation for a goal/action, if the expenditure requires approval by the Family Support Review Team.

The Family Support Review Team will use these questions to review family goals when prior authorization of financial assistance is required.

- * How does the service/expenditure protect or enhance the ability of the eligible family member and his/her family to continue to live in a safe, healthy, adequate home in the community?
- * How does the service/expenditure protect or enhance the health (physical and emotional) of the eligible family member or his/her family, thus adding to the stability of the home environment?
- * How does the service/expenditure provide for a less restrictive environment for the eligible family member and/or provide the family a less restrictive way to care for their family member?
- * How does the service/expenditure provide the eligible family member more potential for independent living in the home environment or the community?
- * How does the service or expenditure allow participation in integrated or regular home or community activities or services for the eligible family member and/or his/her family?

THE FAMILY SUPPORT REVIEW TEAM

The Family Support Review Team for the Family Support Project is composed of 4 members. The members are:

one member from the Social Services Division Administrative staff,
the Family Support Project Coordinator
one member from the Council on Family Support, preferably a representative who
has a family member with a developmental disability
one member from the DD Case Management Program

Representatives from the Council on Family Support and DD Case Management may change on a quarterly basis.

The duties of the Family Support Review Team are to:

1. act as a resource for information and assistance available to families, thus ensuring that services in the community are not supplanted
2. review for approval certain family goals/actions that involve financial assistance from the Project. Goals/actions requiring this prior authorization are outlined in the Guidelines.
3. review for approval family goals/actions that involve financial assistance from the Project, when they are over the average amount per family. The average amount per family will be determined by the Finance Committee of the Council on Family Support at the outset of each of the remaining fiscal years of the Project.

The process of review is:

- 1) The Family Support Consultant (FSC) determines that the family goal/action must receive prior authorization from the Family Support Review Team
- 2) The FSC tells the family that the expenditure for the goal/action must be approved by the Family Support Review Team before financial assistance can be provided.
- 3) The FSC in conjunction with the family prepares an explanation for the goal/action. Questions to be considered in this explanation were stated earlier.
- 4) The FSC, as advocate for the family, presents the family goal/action and expenditure amount, as well as the explanation prepared with the family.
- 5) When community supports are not available and the Team reaches a consensus that the request for financial assistance should be approved, the expenditure will be approved.
- 6) When the Team believes that community supports are available to meet the family's goal/action, the FSC will explore those options.
- 7) When consensus for approval of the expenditure can not be reached by the Team, the family's request for financial assistance will be reviewed by the Social Services Administration Director for final resolution.

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GUIDELINES FOR FAMILY GOALS REQUIRING FINANCIAL ASSISTANCE FROM THE FAMILY SUPPORT PROJECT

No prior authorization is necessary to approve the following categories for family goals when they are specifically for the eligible family member, or when they are for other family members if the goal/action is directly related to the effects of the disability on the family.

- Adaptive equipment
- Adaptive clothing
- Transportation
- Medical services and supplies
- Dental services and supplies
- Medications
- Home health care
- Attendant care
- Special diets
- Home barrier removal
- Respite care
- In-home training
- Recreation services
- Counseling

In addition:

Other unusual expenses related to the effects of the disability on the family member or his/her family (e.g., future planning).

Because some of the families served by this Project are living at or near the poverty level, they may not be able to list the above services as an immediate priority for their family. Instead, expenses for items such as food, clothing, shelter, furniture, or appliances may be the highest priority for their family. The effect of a low-income on family well-being is so strong that the F.S. Project cannot ignore its direct relationship to the ability of families to continue to care for their family member with a disability at home.

Therefore, no prior authorization is needed to provide financial assistance for goals/actions representing the basic living requirements of food, shelter, and/or household utilities on a one-time basis to assist families while ongoing supports are established or the family moves out of a crisis situation. As always, the F.S. Project will not supplant any community resources available to families.

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The following categories will require prior authorization when financial assistance from the Project is involved. Please refer to information on the Family Support Review Team and the questions to be used in reviewing expenditures for family goals/actions.

1. Core living expenses (e.g., food, shelter, household utilities, transportation, day care, etc.) provided on an ongoing or long-term basis or basic living requirements (e.g., clothing, furniture, appliances, linens, etc.) for families at or near the poverty level.
2. Other expenditures* for family goals/actions that enhance the family's ability to care for their eligible family member in the home while minimizing the impact of the member's developmental disability on the family.
3. When expenditures for family goals/actions exceeds the annual average assistance for families served in the project. The annual average amount is set by the Finance Committee of the Council on Family Support for each of the Project's remaining fiscal years.

*Policy on the provision of Project funds for family vacations:

The Project recognizes that a vacation or weekend away is a normal family life event that can be seriously jeopardized when a family member has a disability. Also for families with a member who has special care needs, respite is often only available if the provider comes to their home. This results in the unusual cost of residing away from home and eating out.

A family vacation can give a family member with a disability an opportunity for a valuable, integrating, community experience. When a vacation is for the Family Caregivers alone, it gives them a chance to refresh and renew themselves and to have a normal life experience, despite the needs of the family member with a disability. It enables them to return home and continue the rigorous schedule of care for the family member(s) with a disability.

While the Family Support Project does not wish to be involved in influencing the type or extent of a family's vacation it does wish to respond to families' needs in this area. So, in recognition of its funding limitations, and in the interest of equity to all families' identified goals, an amount of \$500.00 has been established as the maximum amount of financial assistance available for family goals/actions involving a vacation away from home. An expenditure up to this amount can be applied toward a family's goal of a vacation(s) in each remaining fiscal year of the Project.