



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
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

AGENDA OF
MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS
FOR THE WEEK OF
July 4 - 8, 1988

Monday, July 4, 1988 - OFFICES CLOSED

Tuesday, July 5, 1988 - 9:30 AM - Planning Items . . . Page 2
and Formal Briefing

Tuesday, July 5, 1988 - 1:30 PM - Informal Meeting . . Page 3
2:00 PM - Executive Session

Thursday, July 7, 1988 - 9:30 AM - MEETING CANCELLED

Tuesday, July 5, 1988 - 9:30 AM

Multnomah County Courthouse, Room 602

PLANNING AGENDA AND FORMAL BRIEFING

Decisions of the Planning Commission of June 13, 1988

The following Decisions are reported to the Board for acceptance and implementation by Board Order:

- A
- HV 6-88 Approve, subject to conditions, requested front yard variance, thereby allowing a ten-foot reduction in the required 20-foot front yard setback for a residential addition that continues an existing building line; Deny requested two-foot fence height variance that would allow an existing six-foot high fence to remain within 15 feet of the front property line, all based upon findings and conclusions, at property at 10211 SE Mitchell Street
- CU 10-88 Approve, subject to conditions, conditional use request for a single family residence not in conjunction with farm use in an EFU-76 zoning district, for property at 34150 NE Chamberlain Road

REGULAR AGENDA

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-1 Orders accepting deeds for Public Road Purposes from the following:
- a) C. Miles Barnette III - N.E. Houston Road
 - b) Phyllis T. Stewart - S.W. Englewood Drive
 - c) Ver Lee M. Chapman - S.E. 132nd Avenue
 - d) Phyllis T. Stewart - S.W. 8th Drive

DEPARTMENT OF GENERAL SERVICES

- R-2 Order in the matter of the Cancellation of Certain Warrants Heretofore Issued by Multnomah County more than Seven (7) Years Prior to July 1, 1988, and not Heretofore presented for Payment

BOARD BRIEFING

Briefing by the Emergency Medical Services staff on the recommendations of the Emergency Medical Services Policy Board, followed by Public Hearing concerning the following areas:

- a) Ambulance Service Area Plan
- b) Request for Credentials - 9-1-1 Emergency Ambulance Contracts
- c) Request for Proposals - 9-1-1 Emergency Ambulance Contracts
- d) Costing Definitions

Public Testimony will be taken.

Cont'd pm following

- Spec Session -

Tuesday, July 5, 1988 - 1:30 PM

Multnomah County Courthouse, Room 602

INFORMAL

- OK 1. Informal Review of Bids and Requests for Proposals:
a) Commercial Linen/Garment & Industrial Laundry Service
2. Monthly Library Update - Sarah Long
3. Presentation of the Audit Follow-up Report - Anne Kelly Feeney

2:00 PM - Executive Session

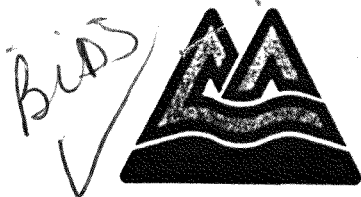
Labor Negotiations (if needed) - Ken Upton (allowed by ORS 192.660 (1)(d))

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



MULTNOMAH COUNTY OREGON

DEPARTMENT OF GENERAL SERVICES
PURCHASING SECTION
2505 S.E. 11TH AVENUE
PORTLAND, OREGON 97202
(503) 248-5111

GLADYS MCCOY
COUNTY CHAIR

BOARD OF
COUNTY COMMISSIONERS
1988 JUN 29 PM 3:50
MULTNOMAH COUNTY
OREGON

MEMORANDUM

TO: Jane McGarvin, Clerk of the Board
FROM: Lillie Walker, Director, Purchasing Section
DATE: June 29, 1988
SUBJECT: FORMAL BIDS AND REQUESTS FOR PROPOSALS SCHEDULED FOR INFORMAL BOARD

The following Formal Bids and/or Professional Services Request for Proposals (RFPs) are being presented for Board review at the Informal Board on Tuesday, 7-5-88.

Bid/RFP No.	Description/Buyer	Initiating Department
B62-100-3004	COMMERCIAL LINEN/GARMENT & INDUSTRIAL LAUNDRY SERVICE	DGS/Purchasing
	Buyer: Roger Bruno	Contact: Roger Bruno
	Ex. 5111	Phone: 5111
	Buyer:	Contact:
	Ex. 5111	Phone:
	Buyer:	Contact:
	Ex. 5111	Phone:

cc: Gladys McCoy, County Chair
Board of County Commissioners
Linda Alexander, Director, DGS
Caroline Miller, Commissioner

Copies of the bids and RFPs are available from the Clerk of the Board.

Page 1 of ____

TO: THE DAILY JOURNAL OF COMMERCE

Please run the following Classified Advertisement as indicated below, under your
"CALL FOR BID" section

MULTNOMAH COUNTY

Proposals Due: July 19, 1988 at 2:00 P.M.

Proposal No. B62-100-3004

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th
Ave., Portland, OR 97202 for:

Commercial Linen/Garment and Industrial Laundry Service on a
requirements basis for one year with two optional one year
renewals

as per specifications on file with the Purchasing Director. No proposal will be
received or considered unless the proposal contains a statement by the bidder as
part of his bid that the requirements of ORS 279.350 shall be included. Multnomah
County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section

2505 S.E. 11th Avenue

Portland, OR 97202

(503) 248-5111

Lillie M. Walker, Director
Purchasing Section

PUBLISH: July 7, 8 & 11, 1988

AD2:PURCH2

DATE SUBMITTED June 28, 1988

(For Clerk's Use)

Meeting Date 7/5/88

Agenda No. #2

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Monthly Library Update

Informal Only* Tuesday July 5, 1988
(Date)

Formal Only _____
(Date)

DEPARTMENT County Chair's Office DIVISION _____

CONTACT Mike Dolan TELEPHONE 248-3308

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sarah Long

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

Monthly Library Update

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

ACTION REQUESTED:

☒ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 15 minutes

IMPACT:

☐ PERSONNEL
☐ FISCAL/BUDGETARY
☐ General Fund

☐ Other _____

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: Gladys McCoy

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.

MULTNOMAH COUNTY
LIBRARY

Administrative Offices (503) 221-7724 • 205 N.E. Russell St. • Portland, Oregon 97212-3708

Sarah Ann Long, Library Director

Library Director's Office
Library Administration Building
221-7731

MEMORANDUM

TO: Board of Commissioners, Multnomah County
FROM: Sarah Long *SL*
RE: Library activities
DATE: July 5, 1988

GRESHAM LIBRARY

As you are aware the library has received the offer a donation of of two acres for the new east county library on a development plot near the intersection of Burnside and Powell. Although the library staff has recommended that this donation be accepted, the library building committee has not acted. There are still a number of sites under consideration.

PUBLICITY AWARDS

The library/Friends of the Library joint newsletter, The Bookmark, has been named one of the ten best desktop publishing pieces in public libraries. As a result we have received a number of requests for copies from other libraries around the country. We also receive occasional calls from local businesses who have seen the publication asking for advice on how to start up a newsletter, how to estimate costs, etc.

The library's new service brochure has also received an award -- "best of show" among public libraries. The folder/brochure is versatile and will be used by the library's speakers bureau. It can be stuffed with appropriate publications depending on the subject of the presentation being offered. Another winner was the poster featuring a speckled dinosaur reading a book under the heading "Read; Avoid Extinction". The poster was developed by KGW for our National Library Week promotion last April. Awards for the service brochure and the library week poster will be presented at the American Library Association's annual conference in New Orleans next week.

VIDEO NEWS

Since the first of the year, we have been tracking video use by categories: entertainment, non-theatrical, business, foreign, performing arts and juvenile. Although its early to begin assessing, the figures are beginning to be informative. At the Central Library, the figures for the use of the business video are steadily growing even though the collection is still quite small. Juvenile titles are very close in circulation to the informational titles though the Juvenile collection is only a fraction as large. Foreign titles are proving to be a popular category.

The library has received a number of classic video series titles from the McArthur Foundation which makes it possible for libraries to purchase these series at a much reduced cost. New series titles include "Ascent of Man", "Civilization", "I, Claudius", "Vietnam: A Television History" and others.

STAFF MEMBERS' GOOD WORK

Please find attached an excellent "In My Opinion" column written by one of our Youth Librarians, Walter Kafton-Minkel. Also please find attached a year end summary of building projects completed by Bob Kieta, our Buildings and Grounds Coordinator and his crew. Like the rest of Multnomah County, we have some excellent employees.

SAL:rg
cocomjuly

RECEIVED

JUL 1 1988

LBY DIR OFF

M E M O R A N D U M

DATE: July 1, 1988
TO: Sarah Long
FROM: Bob Kieta
SUBJECT: Monthly Report/Year End Total

ALBINA: New entry, carpet, paint, formica, display shelving, children focus, book theft system, fire and security alarm, separate meeting room, and outside sign.

BELMONT: New exterior paint, handicapped ramp, lawn sprinkler system. Fire and security alarm, new main electrical panel, new efficient furnace with air conditioning, and outside sign.

CAPITOL HILL: New gates to control access of rear parking lot, fire and security alarm, lawn sprinkler, outside sign.

GREGORY HEIGHTS: New roof, carpet, paint, replacement hedge (fire burnt), fire and security alarm, handicapped ramp, outside sign.

GRESHAM: Maintaining

HILLSDALE: New air conditioning, inside paint, chairs, new formica, tiled entry, metal shelving paint, blinds, fire and security alarm. and lawn sprinklers.

HOLGATE: Repiped existing air conditioner to correct major design problem, fire and security alarm, outside sign.

HOLLYWOOD: New air conditioning , fire and security alarm.

MIDLAND: New air conditioning, fire and security alarm, new lawn, outside sign, exterior lighting.

NORTH PORTLAND: New lawn, hedge, sidewalks, handicapped ramp, automatic doors, lawn sprinkler system, fire and security alarm, outside sign, carpet auditorium.

ROCKWOOD: Outside sign, fire and security alarm, exterior paint.

ST. JOHNS: Handicapped ramp, fire and security alarm, air conditioning, new staff room, new children's area, meeting room, circulation desk, lawn sprinkler system, outside sign, new hedges, children's focus area.

SELLWOOD: Air conditioning, lawn sprinkler system, fire and security alarm.

WOODSTOCK: Outside sign, fire and security alarm, exterior paint.

BOOKSTORE: Total renovation, paint, repair lighting, carpet, fire and security alarm.

ADMINISTRATION BUILDING: Fire and security alarm, assist P.R. office.

L.O.S.: New van, renovate Bookmobile.

DELIVERY: New van, started two van service to handle increased circulation.

VEHICLE FLEET: Completed purchases, repainted all vehicles to display library logo.

CENTRAL LIBRARY: 80% interior paint, re-lighted two major departments, beam replacement, renovated public restrooms, Film Department remodeled, several department moves, new electrical panel 3rd floor, 80% of 3rd floor display area remodeled.

GRANTS: One grant total \$7,500.00 went toward North Portland for ramp, St. Johns for ramp.

DONATIONS: Three: approximately \$2,000.00 alarm system for Sellwood, approximately \$1,200 towards security camera system for North Portland, approximately \$1,500.00 for outside sign for Administration Bldg.

VOLUNTEER ARCHITECTS: C. Paul Ellis, for North Portland and St. Johns ramps, Phil McCurdy, for Belmont ramp.

Libraries can play role in battle against crime

By WALTER KAFTON-MINKEL

Gov. Neil Goldschmidt is calling on Oregonians "to become stewards of our children as we are stewards of the land," and he has been touring the state, speaking to parents, students and local officials. He's encouraging them to organize to help Oregon's children in an era that seems chronically short of time, affection, attention and cash for those who have no power or influence.

It's a good and noble cause — and a trendy one right now. Much of the attention deals with the growing number of young people who have drug problems, are in trouble with the law, or are victims of abuse. We've often read and heard how serious these problems are, and the statistics indeed are scary. We could undoubtedly double or triple the money we put into these problems now and just begin to deal with them.

Why should we bother, then, about anything our public libraries can do? In such a context, libraries may not seem important. But here are a few facts.

Studies of children who get into trouble with drugs and the law have demonstrated that these young people often are not readers and never have been readers.

A high percentage of prison inmates in Oregon and elsewhere are functionally illiterate, and not because the schools failed them.

The role of the schools in "creating illiterates" has been blown out of proportion; most children who don't learn to read never were motivated to read at home. They come from homes where there are no books, and nobody reads. Reading never becomes relevant to them, and it's a rare child who can transcend a home in which the TV is on 16 hours a day and there are no books.

In 12 years as a librarian, I have encountered many parents who don't believe children need to be read to until they're of school age.

Bruno Bettelheim, the child psychologist who wrote the book "On Learning to Read," said children who had been exposed to books and reading when they were preschoolers usually had a much easier time learning to read. They tended to do better in school, get higher grades, feel comfortable in their classes and be less likely to drop out and have other problems.

Children from households where books were not read aloud, or where there just weren't any books, were the ones who tended not to "fit in" and to have problems later, Bettelheim found.

Children need to be exposed to books and reading before the age of 6 — before the age most Oregon children start school. They need the guidance of a trained adult before they start first grade, someone who will introduce them to the wonders of the printed word, to illustrations, and how to follow a story from its beginning, through its middle and to its end. Their parents need to be introduced to the best in children's books and the reasons to read them aloud, and all of this is the role of the library.

Walter Kafton-Minkel is the youth program librarian for Multnomah County Library.

IN MY OPINION

Public libraries in Oregon, even with tremendous funding and staffing pressures, have been active in promoting the love of reading and literature with infants, toddlers, preschoolers and their parents. In the Multnomah County Library system last year, more than 2,000 tours, storytimes, toddler programs, "reading readiness" sessions, puppet shows and other programs were provided for more than 60,000 children, parents and teachers.

The library also is running a "Reaching for Reading" program this year that will bring books and story programs to about 7,400 preschoolers in 131 registered day-care centers in the county — children who may not be able to visit the library themselves.

Salem Public Library recently has added a "Children's Discovery Room," in which a child can use a typewriter, try on a fire helmet or experiment with interactive science exhibits, all linked with books. Its bookmobile visits every first-grade class in Salem every year and registers each child for a library card.

The Corvallis/Benton County Library provides baby-sitting workshops for teen-agers using library materials and is planning a special program for teen-age parents. Douglas County Library in Roseburg is "adopting" 600 disadvantaged preschoolers and their parents for a special read-aloud program. Jackson County Library, with the help of hundreds of volunteers, presents a Children's Festival every summer that attracts thousands of children and parents.

With all this activity in the state's libraries, it seems interesting that never, to my knowledge, has Goldschmidt mentioned the word "library" in any of his public statements concerning the Children's Agenda.

We hear much about the schools, drug treatment and juveniles in jail. But little is ever mentioned about the one institution that is in every Oregon community, costs little or nothing to use, and actively encourages people of all ages to come in and spend time. It introduces preschoolers and their parents, regardless of family situation or economic status, to a world of stories and pictures at the age when it will have the greatest effect, and perhaps even change a few lives.

GUIDELINES

The Forum section's "In my opinion" column is available to readers desiring to comment on current issues.

Views opposing those expressed in individual columns are welcome but should stand independently of the original column.

The essays should be about 750 words — three double-spaced pages if typewritten.

Publication will be the only payment.

All articles are subject to editing.

Address submissions to Forum "In my opinion", The Oregonian, 1320 S.W. Broadway, Portland, Ore. 97201.

Date Submitted

June 22, 1988

(For Clerk's Use)

Meeting Date 7/5/88

Agenda No. #3

REQUEST FOR PLACEMENT ON THE AGENDA

SUBJECT: AUDIT FOLLOW-UP REPORT

☒ Informal Only JULY 5, 1988
(date)

☐ Formal Only _____
(date)

Department Non-Departmental Division Auditor

Contact Anne Kelly Feeney Telephone 248-3320

(If informal, name of person making presentation)

Brief Summary (should include other alternatives explored, if applicable, and clear statement of rationale for the action requested):

Presentation of the Audit Follow-up Report to the Board.

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

ACTION REQUESTED:

☒ Information Only

☐ Preliminary approval

☐ Policy direction

☐ Approval

IMPACT:

☐ Personnel

☐ Fiscal/Budgetary

General Fund

Other _____

SIGNATURES:

Department Head or County Commissioner Anne R. Feeney

Office of County Management _____

Office of County Counsel _____
(Ordinances, resolutions, agreements, contracts)

Department of Administrative Services _____
(Leases, surplus property, space, purchasing, etc.)

Department of Intergovernmental Relations _____
(Items with impact on other jurisdictions)

CLERK OF
COUNTY BOARD
1988 JUN 27 PM 1:38
MULTNOMAH COUNTY
OREGON



ANNE KELLY FEENEY

COUNTY AUDITOR
ROOM 1500
PORTLAND BUILDING
PORTLAND, OREGON 97204
(503) 248-3320

MULTNOMAH COUNTY OREGON

June 27, 1988

M E M O R A N D U M

TO: Board of County Commissioners
FROM: Anne Kelly Feeney *AKF*
County Auditor
RE: Audit Follow-up Report

Attached is an advance copy of the periodic Audit Follow-up Report scheduled to be presented at the informal Board meeting on July 5, 1988. The report shows the status of individual findings and recommendations included in previous audit reports.

The status of these items is reported as:

RESOLVED - The deficient condition previously reported has been satisfactorily remedied.

IN PROCESS - Corrective action has been initiated and final resolution is pending.

The status of these issues is established by:

PER MANAGEMENT - Management reported action taken.

SITE VISIT - The Auditor's office has discussed with the auditee and verified action taken.

Please contact me should you have any questions concerning this report.

AKF:db

cc: All Department Directors

REPORT NUMBER	TITLE	DATE ISSUED	RESPONSE DUE DATE	FINDING/ RECOMMENDATION	AUDITOR'S REMARKS
3-85	Aging Services/ DHS	12/19/85	JUN 1988	<p>Rec #1-Update the City/County Aging Policy to clarify the criteria for program development.</p> <p>Rec #2-Develop a long range plan for the delivery of services to seniors.</p>	<p><u>In process (per mgmt.). ASD initiated plans to updated policy with BCC, City, PMCOA (4/18/86). Policy to be updated following completion of long-range plan December 1986 (8/15/86). Initial draft in process, ready for internal review and comment. Formal adoption of revised policy expected by May 1987 (1/8/87). Draft reviewed by PMCOA in May; final review and adoption anticipated this summer (5/27/87). An aging policy draft has been developed. The draft will be distributed to DHS, BCC, City Council and PMCOA for review and comment no later than October 16, 1987 (10/5/87). No substantive change (1/28/88). The draft aging policy is ready for the final draft and will be reviewed by PMCOA in Sept., followed by presentation to the Board and City Council in fall, 1988. (6/23/88).</u></p> <p><u>In process (per mgmt.). Expected to be completed December 1986 (4/28/86). Policy to be updated following completion of long-range plan December 1986 (8/15/86). Draft needs assessment completed. Long-range plan delayed until revised policy adopted (1/8/87). Long-range plan is delayed until after adoption of revised policy (5/27/87). Long-range planning has been delayed at Aging Services Division due to other priorities and staff turnover at the management and planning levels. It is still anticipated that the plan will be completed prior to 6/30/88 (10/5/87). No substantive change (1/27/88). Division Management states the long-range plan continues to be delayed until 12/31/88 for the following reasons: 1) loss of a program manager; 2) planner position has been left unfilled in anticipation of FY 88-89 budget decisions - position to be filled by 7/1/88; 3) ASD is currently responding to requirements by U.S. Office of Civil Rights to plan and implement a system of services to the visually and hearing impaired. (6/23/88).</u></p>

REPORT NUMBER	TITLE	DATE ISSUED	RESPONSE DUE DATE	FINDING/ RECOMMENDATION	AUDITOR'S REMARKS
A-86	Aging Services/ DHS	2/25/86	JUN 1988	Rec #5-Intensify efforts to develop administra- tive and fiscal systems.	Resolved (per Management). ASD had anticipated all FY 85-86 as transitional year. Work continues (4/18/86). Task force to meet; development of 3-yr. computer plan is underway. Adm. sys. are being reviewed with current efforts directed toward streamlining payroll, purchasing, and contract tracking (8/15/86). Administrative and fiscal sys. in place. Improvements needed in MIS. County ISD providing tech. assistance for sys. development (1/8/87). County ISD has completed a review of ASD computer sys. and will provide recommendations on sys. development in May (5/27/87). Systems have been developed. Fiscal controls developed which allow proper authorization, documentation & recording of fiscal transactions. Developed administrative procedures to ensure adequate business services support. Staff assignments have been made to clearly define roles and responsibilities (10/5/87). No substantive change (1/27/88). Documentation furnished by ASD management indicates significant efforts in the following areas: 1) area plan fiscal reporting; 2) internal fiscal management reporting; 3) creation of a Public Guardian fiscal management system - final documentation to be forwarded to Auditor by 8/88. (6/23/88).

REPORT NUMBER	TITLE	DATE ISSUED	RESPONSE DUE DATE	FINDING/ RECOMMENDATION	AUDITOR'S REMARKS
2-86	Jail Admini- stration/DJS	9/8/86	JUN 1988	Rec #5-Develop management reports which provide in- formed decisions about inmate population.	<u>Resolved (per management)</u> Sheriff is creating CPMS coordinator position to resolve this recommendation (12/10/86). Coordinator working with Integrated Criminal Justice Informaion System (ICJIS) to identify needs to improve management information; to be considered by DP Management Commit- tee (5/14/87). A new CPMS report allows managers to track population levels. A computerized release/matrix program is being developed to be completed by the end of October 1987. Coordinator continues to work with ICJIS; information needs analysis, needs assessment for PCs, software applications, terminal and training con- tinues (10/21/87). Work continues. Release/matrix program developed; final programming and testing underway. New population reports providing better information (1/25/88). <u>Population Release Program was completed in April, 1988. No new management reports expected until/unless CPMS is re-engineered. [Note: the Auditor's office plans to review management report- ing systems if/as CPMS is redesigned, see Items A, B, C].(6/22/88).</u>

REPORT NUMBER	TITLE	DATE ISSUED	RESPONSE DUE DATE	FINDING/ RECOMMENDATION	AUDITOR'S REMARKS
2-86	Jail Admini- stration/DJS	9/8/86	JUN 1988	Rec #7-Assign specific computer data fields for work release indicators	Resolved (per management) See response to Rec. #5 (12/10/87). Will be included in prioritizing done by newly formed Information Sys- tem Policy Committee (6/1/87). Demographic report which details use and race has been developed. Recom- mendations of MCRC Screening Committee re: inmate's acceptance or rejection is logged to CPMS (10/21/87). Continues as high priority for Information Systems unit (1/25/88). <u>Action contingent upon redesign of CPMS (6/22/88), see Items A, B, C.</u>
<p>AUDITOR'S NOTE: Items A-C were included in IAR #2-86 but were not designated as separate findings. We requested that the Chair, Sheriff, or a designee (as appropriate) respond as to the status of actions in these areas.</p>					In process (per management). Request for team to study integrating the nine systems. Approved by the Board on 1/22/87. These items are be- ing addressed by the Integrated Criminal Justice Infor- mation System Project Team. The Team is determining whether and to what extent the criminal justice data processing system should be integrated. Functioning since March 1987; will present a report to the DP Management Committee later in the summer (memos/meet- ings May and June). Report will be published by 11/30/87. Criminal Justice Information System Report submitted to Board January 1988. Policy and budget impact being analyzed. Similar issues at State level under study by Oregon Criminal Justice Council and Governor's Task Force on Corrections Planning (2/11/88). <u>The Integrated Criminal Justice System project did not receive funding from Board for FY 1988-89 budget year. Total project cost reported to Board was \$1.79 million. Sheriff's office has re- quested \$169,000 from Data Processing Management Committee (DPMC) allocation for merger of CPMS and JAWS; SRMS and Courts to be added later; request is under review by DPMC. (6/22/88).</u>
1-86	Jail Admini- stration/DJS	9/8/86	JUN 1988	Item A (Report Pg 14)- A consistent body of in- formation which deals with the question of admission & release rates could enhance the evalu- ation of needs for other corrections programs.	
				Item B (Report Pg 27)- Provisions [should be] made to ensure that local corrections automated systems communicate with each other.	
				Item C (Report Pg 27)- A justice services data consortium [should be] established to explore the possibilities of in- terfacing criminal justice data system.	

B-86	Collections Section/A&T Division	12/18/86	JUN 1988	Rec #3-Identify tax accounting & collections management information needs; develop on-line account maintenance capability.	<u>In process (per management). Systems analysis by ISD staff underway. On-line potential & cost benefit being explored by Div. DP Steering Committee. Plans to restructure A&T data base may require change in capabilities (6/87). The Division is, by way of the DP long-range planning committee, considering a re-designed data base & the on-line account maintenance capability may not be possible until it is installed. No documentation was available to indicate status of planning process (9/29/87). Project approved by DP Management Committee. First stages planned by ISD; anticipate more than a year to complete. (1/27/88). Needs identification issues resolved - new Technical Support Manager to coordinate operational and information needs. Development of on-line system still in process; system design proposal expected to be completed 12/88. (6/23/88).</u>
1-87	Personal Property tax (A&T Div) Un-segregated Tax Fund (Finance Div.)/DGS	5/18/87	JUN 1988	Rec #1-Improve planning and control over refund activity through legislative action and operational improvements.	<u>In process (per management). The Collections Section has contacted the Dept. of Revenue informally and requested clarification. There are no guidelines at the State level by which A&T can set goals for itself. Collection Mgr's goal is that no refund will take longer than 60 days. In addition, some of the operating procedures needed to streamline the refund process are dependent upon the new data base (9/29/87). Completion expected by May 1988 (1/27/88). (NOTE: additional site visit planned). Recommendation still in process; new procedures expected to be in place by 11/88 to lower refund turnaround to less than 45 days. (6/23/88).</u>

RESPONSE NUMBER	FINDING/ TITLE	ISSUED	DUE DATE	RECOMMENDATION	AUDITOR'S REMARKS
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2-87 Glendoveer Golf 9/9/87 JUN 88
Course/DES

REVENUE CONTROL

Finding #1-Marshaling practices are not adequate to prevent "free play" at Glendoveer.

Finding #2-The County's control over revenue reported from Glendoveer could be improved.

Finding #3-There was no formal system for monitoring Glendoveer Golf Course green fee rates.

CONTRACT CONTROL

Finding #4-The current contract is not an adequate mgmt. vehicle for achieving the County's objectives for Glendoveer.

Finding #5-County monitoring of maintenance standards required by contract was weak.

Finding #6-Documentation required by contract & needed to support Glendoveer mgmt's commitment to Affirmative Action was not maintained.

Resolved (per site review). Course management has hired additional marshals, and marshaling practices appear adequate to discourage "free play." (6/10/88).

Resolved (per site review). Documentation indicates revenue has been properly recorded over past 6 months; financial controls are in place. (6/10/88).

Resolved (per site review). Parks Management has implemented a procedure to compare golf course fees on an annual basis. (6/10/88).

In process (per mgmt.) Contractor did propose that the county consider a pass-through payment on an annual basis which would allow 5-6 additional seasonal staff to be hired for maint. enhancement. The BCC approved this approach. Approx. \$330,000 will be made available to GSR beginning in April 1988. (1/21/88.) The contractor refuses to consider renegotiation of contract at present time. County Board authorized approx. \$33,000 annually for additional maintenance, but no funds were allocated as of 6/1/88. (6/10/88).

Resolved (per site review). Parks Management has implemented a maintenance control checklist, to be completed three times each year. The first review was completed May 1988. (6/10/88).

Resolved (per site review). Appropriate documentation was noted at the course. Discussion with contractor indicates County policy is clear and understood. (6/10/88).

2-87	Glendoveer Golf Course/DES	9/9/87	JUN 88	Finding #7-Paved pathways, directional signage & roped fencing on the Glendoveer Golf Course were not adequate.	<u>In process (per mgmt.). Evaluation of need for paved pathways, directional signing, & rope fencing will be conducted as part of the Master Improvement Plan. Project completed scheduled for late May 1988. (1/21/88). A Master Plan has been completed and submitted to DHS Management. The plan supports capital investment of approx. \$1.5 million. Plan to be submitted to Board in July 1988. (6/10/88).</u>
				Finding #8-Golf tee areas were not maintained & serviced in accordance with contract requirements.	<u>Resolved (per site review). Site inspection indicates soil maintenance taking place. (6/10/88).</u>
				Finding #9-Approach areas to the golf course & restroom facilities were not maintained in a clean & orderly condition.	<u>In process (per mgmt). Parks staff will remove the one "permanent restroom" from the course during the summer of '88. Litter control will be documented by visits. Painting of water tower to be considered in 1988-89 budget approx. \$22,000. Clubhouse & parking area main. to be enhanced, \$33,000. Site inspection indicates significant improvement. Restroom structure scheduled for removal in summer of 1988. (6/10/88).</u>
				Finding #10-Financial reporting by Glendoveer mgmt. was not always timely.	<u>Resolved (per site review). Review of financial reporting over past 5 months indicates timely reporting by contractor. (6/10/88).</u>
				Finding #11-Sand trap maint. was not in compliance with contract requirements.	<u>Resolved (per site review). Site inspection indicates significant improvement in this area. (6/10/88).</u>
				<u>PRODUCT DELIVERY:</u> Finding #12-Excessive back up of golfers occurred at times.	<u>Resolved (per site review). Contractor indicated various solutions being considered. The County has no contractual leverage to require implementation of a specific demand-management technique, however. (6/10/88).</u>

REPORT NUMBER	TITLE	DATE ISSUED	RESPONSE DUE DATE	FINDING/ RECOMMENDATION	AUDITOR'S REMARKS
2-87	Glendoveer Golf Course/DES	9/9/87	JUN 88	<p>Finding #13-Golf tee areas do not effectively accommodate the number of players on the course.</p> <p>Finding #14-Communication between Glendoveer mgmt. & the County had not been sufficient to ensure a cooperative effort in developing & improving Glendoveer.</p>	<p><u>In process (per mgmt.). Adequacy of existing tees will be evaluated in the Master Planning process (see Finding 7.) (2/21/88). This issue will be addressed in the Master Plan for the golf course to be submitted to the Board in July, 1988. This issue will probably require significant capital investment. (6/10/88).</u></p> <p><u>In process (per mgmt.). Contractor has declined the formation of a Standards Review Committee. DES and contractor staff are committed to developing better communications and a more cooperative relationship with a shared goal of improving the course and associated facilities (1/21/88). Communications between the contractor and the County have improved, however, more time is needed to resolve this issue. (6/10/88).</u></p>
3-87	Risk Management/ DGS	10/21/87	JUN 88	<p>Rec. #1 - Reorganize Risk Management function to promote loss prevention; hire a risk manager; modify ordinance to establish intent of reorganized Risk Management function.</p> <p>Rec. #2 - Insure County legal staff's timely participation in claims/ case administration.</p> <p>Rec. #3 - Form a Risk Management committee composed of cross section of County personnel.</p>	<p><u>Resolved (per mgmt.). A comprehensive program plan for a central risk management program has been prepared - the plan includes appropriate responses to all audit recommendations. A Risk Manager is to be hired in summer, 1988, and produce a detailed work plan for implementation of the risk management program. A revised risk management ordinance adopted by BCC 6/88. (6/23/88)</u></p> <p><u>In process (per mgmt.). Proposed program includes County Counsel in initial review of new claims and in accept/deny decisions. (6/23/88).</u></p> <p><u>In process (per mgmt.). Proposed program recommends formation of safety committees for each department, and a County-wide advisory body. (6/23/88).</u></p>

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3-87	Risk Management	10/21/87	JUN 88	<p>Rec #4-Develop a system to hold County departments accountable for controlling risks.</p> <p>Rec. #5-Identify and monitor all administrative costs of Risk Management function.</p> <p>Rec. #6-Consider automating claims tracking system.</p> <p>Rec #7-Develop a system for accepting/denying workers' compensation claims.</p> <p>Rec #8-Develop objective criteria and timelines for payment of workers' compensation supplements.</p> <p>Rec #9-Strengthen County return-to-work program.</p> <p>Rec. #10-Develop measurable goals/objectives for Risk Management function -- evaluate performance within the next two years.</p>	<p><u>In process (per mgmt.). Several techniques proposed: publication of loss prevention data, establishment of performance goals and criteria, improved record keeping (6/23/88).</u></p> <p><u>In process (per mgmt.). Proposal requires development of Risk Management Information System (RMIS). (6/23/88).</u></p> <p><u>In process (per mgmt.). See Recommendation #5. (6/23/88).</u></p> <p><u>In process (per mgmt.). Proposal requests specific procedures to be established during first 6 months of implementing new program. (6/23/88).</u></p> <p><u>In process (per mgmt.). Proposal assigns this task to County-wide advisory body; will require coordination with collective bargaining process. (6/23/88).</u></p> <p><u>Resolved (per mgmt.). Management reports activities defined and efforts currently underway by Employee Relations Division. (6/23/88).</u></p> <p><u>In process (per mgmt.). (6/23/88).</u></p>
3-88/ A-88	Juvenile Justice Division/DHS	2/16/88	AUG 88		<p><u>Response not due. NOTE: Though follow-up for the Juvenile Justice Division audit is not due until August 1988, a citizens committee has been formed to address audit issues, and supplied responses to RTM findings. These actions indicate significant movement to resolve audit issues. Site visit is planned as part of the initial audit follow-up.</u></p>