

# ANNOTATED MINUTES

*Tuesday, August 1, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

*Chair Stein convened the meeting at 9:32 a.m., with Vice-Chair Sharron Kelley and Commissioner Gary Hansen present, and Commissioners Tanya Collier and Dan Saltzman excused.*

## BOARD BRIEFING

*B-1 Multnomah County Department of Community Corrections Implementation Plan for Arming and Other Safety Measures in Response to Continuum of Safety Task Force Report Pursuant to Board Resolution 95-44 Dated March 9, 1995. Presented by Tamara Holden, Cary Harkaway and Dan Pinkney.*

### **TAMARA HOLDEN, CARY HARKAWAY AND DAN PINKNEY PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION.**

*The briefing was adjourned at 10:25 a.m. and the executive session convened at 10:30 a.m.*

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*Tuesday, August 1, 1995 - 10:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

## EXECUTIVE SESSION

*E-1 The Multnomah County Board of Commissioners Will Meet in Executive Session Pursuant to ORS 192.660(1)(h) for Consultation with Counsel Concerning Legal Rights and Duties Regarding Litigation Likely to be Filed. Presented by John DuBay and Scott Pemble.*

### **EXECUTIVE SESSION HELD.**

*There being no further business, the meeting was adjourned at 11:53 a.m.*

Wednesday, August 2, 1995 - 7:00 PM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**PUBLIC HEARING**

*Chair Beverly Stein convened the hearing at 7:00 p.m., with Vice-Chair Sharron Kelley, Commissioners Gary Hansen and Tanya Collier present on behalf of Multnomah County; Mayor Gussie McRobert, Councilors Jack Gallagher, Royal Harshman and Debbie Noah present on behalf of the City of Gresham; Commissioner Dan Saltzman arriving at 7:03 p.m.; Council President Dave Eichner arriving at 7:10 p.m.; and Councilors Robert Moore and Claudiette LaVert excused.*

*PH-1 The Multnomah County Board of Commissioners and the Gresham City Council Will Convene for the Purpose of Receiving Public Testimony on the Proposed Abatement Contract Between LSI Logic Corporation, Multnomah County and the City of Gresham, to Exempt Portions of LSI Logic Corporation's Proposed Project from Property Tax Assessments Under the Strategic Investment Program (SIP) Pursuant to ORS 285.330 and Multnomah County's Strategic Investment Program Policy, as Adopted by Resolution 95-77. Public Testimony is Limited to Three Minutes Per Person. The Gresham City Council May Take Action on the Contract Agreement at the Conclusion of the Public Hearing. The Multnomah County Commissioners May Take Action on the Contract Agreement During the Regular Meeting on Thursday, August 3, 1995.*

**CONSULTANTS DAVE THURMAN AND PAUL VICKERY PRESENTATION. COUNTY COUNSEL SANDRA DUFFY PRESENTED LEGAL ASPECTS OF CONTRACT. BOB DAVIS, STEVE LEWIS AND C.N. WINNINGSTAD TESTIMONY IN SUPPORT. JOSEPH TAM TESTIMONY IN OPPOSITION. LSI LOGIC EXECUTIVES JOHN DYSON, JON GIBSON AND LINDA GEE PRESENTATION IN SUPPORT AND RESPONSE TO BOARD QUESTIONS. BONNIE McKEE VAUGHN TESTIMONY IN OPPOSITION. JIM WORTHINGTON TESTIMONY IN SUPPORT. JAMIE PARTRIDGE AND SUSAN KOSHY WRITTEN AND ORAL TESTIMONY IN OPPOSITION.**

*The hearing was recessed at 7:50 p.m. and reconvened at 7:52 p.m.*

**SHAR GIARD TESTIMONY IN SUPPORT. BILL RESNICK TESTIMONY IN OPPOSITION. DEANE FUNK WRITTEN AND ORAL TESTIMONY IN**

**SUPPORT. DAVE MAZZA WRITTEN AND ORAL TESTIMONY IN OPPOSITION. MAX MAYDEW TESTIMONY IN SUPPORT. GRANT REMINGTON TESTIMONY IN OPPOSITION. RON PENNINGTON AND RICHARD GREEN TESTIMONY IN SUPPORT. SAM SHELDON TESTIMONY IN OPPOSITION. MICHAEL DILLON TESTIMONY IN SUPPORT. LISA TELLEFSON WRITTEN AND ORAL TESTIMONY IN OPPOSITION. SUE O'HALLORAN TESTIMONY IN SUPPORT. PATRICIA LUNDEEN TESTIMONY IN OPPOSITION. BOB ROBINSON WRITTEN AND ORAL TESTIMONY IN OPPOSITION. DAVID WIDMARK WRITTEN AND ORAL TESTIMONY IN SUPPORT. MARK NUISMER TESTIMONY IN OPPOSITION. TERRY McCALL AND JERRY GILLHAM TESTIMONY IN SUPPORT. MARCIA ANDERSON TESTIMONY IN OPPOSITION. HAROLD WILLIAMS TESTIMONY IN SUPPORT. TOM CROPPER AND PATRICK WHITCOMB TESTIMONY IN OPPOSITION. DALE ANDERSON TESTIMONY IN SUPPORT. FRANK GEARHART AND RUSS FARRELL TESTIMONY IN OPPOSITION. MAX TALBOT AND CHARLES HAUGH TESTIMONY IN SUPPORT. MR. HAUGH READ LETTER OF SUPPORT FROM FAIRVIEW MAYOR ROGER VANDERHARR. GERRI PECK, RHONDA HUSTON, JOHN MARKS, REGNA MERRITT, EVERETT ANTILLA AND JEFFREY GERRY TESTIMONY IN OPPOSITION. RICK RIZZO, LARRY BURKETT AND DAN McCREATH TESTIMONY IN SUPPORT. LOUISE WEIDLICH WRITTEN AND ORAL TESTIMONY IN OPPOSITION. EVERETT JAROS AND JIM MASTNE TESTIMONY IN OPPOSITION.**

**AT THE DIRECTION OF CHAIR STEIN, THE CLERK READ THE NAMES OF THE FOLLOWING PERSONS SIGNED UP TO SPEAK WHO CHOSE NOT TO: LYNN FORD IN OPPOSITION, AND DAVID BAUMANN, JAN SWIFT, PAT SWIFT, GEORGE WYATT, BOB WAYT, NINA REGOR, CATHERINE COMER, CAROL COLE, PAUL WARR-KING, TIM MILLER, MICHAEL CHOLBI, KRISTIE NOCKLEBY, BOB HARLAND, LOLA BESSEY, AL RICHARD, WENDY JOYNER-GARCIA, GRETCHEN SCHUETTE, NANCY TISDALE AND CARL ATKINS IN SUPPORT.**

*There being no further public testimony, Chair Stein recessed the joint hearing at 9:45 p.m. and Mayor McRobert convened the Gresham City Council meeting at 9:54 p.m.*

**SANDRA DUFFY EXPLANATION OF AMENDED CONTRACT LANGUAGE, FIRST SOURCE HIRING AGREEMENT AND RESPONSE TO COUNCIL QUESTIONS. LINDA GEE, DALE ANDERSON, JOHN DYSON, GARY BONHAM AND JOHN GIBSON EXPLANATION AND RESPONSE TO COUNCIL QUESTIONS. COUNCIL STATEMENTS IN SUPPORT OF GRANTING LSI LOGIC A TAX ABATEMENT. MAYOR McROBERT READ PORTION OF MARY STEINMANN LETTER OF SUPPORT.**

**COUNCILOR HARSHMAN MOVED AND COUNCILOR GALLAGHER SECONDED, TO APPROVE AND RECOMMEND TO THE MULTNOMAH COUNTY COMMISSIONERS THE STRATEGIC INVESTMENT PROGRAM AGREEMENT BETWEEN MULTNOMAH COUNTY, CITY OF GRESHAM AND LSI LOGIC, AND AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY OF GRESHAM, AS AMENDED TONIGHT: PAGE 4, ADDITIONAL EMPLOYMENT; PAGE 6, PROMOTIONAL PRACTICES; PAGE 16, HOUSING REQUIREMENTS; PAGE 20, CONFIDENTIAL REPORTS; PAGE 22, EMPLOYMENT TRANSPORTATION MATTERS; PAGE 25, COUNTY REPORT ON LSI COMPLIANCE AND FINDINGS; PAGE 29, REGARDING FORCE MAJURE; PAGE 33, ALLOCATION OF FUNDS; AND AMENDMENTS TO THE FIRST SOURCE HIRING AGREEMENT, PAGES 6, 8 AND 9. MOTION UNANIMOUSLY APPROVED.**

*There being no further business, the meeting was adjourned at 10:35 p.m.*

Thursday, August 3, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**REGULAR MEETING**

Chair Stein convened the meeting at 9:30 a.m., with Vice-Chair Sharron Kelley, Commissioners Gary Hansen, Tanya Collier and Dan Saltzman present.

**CONSENT CALENDAR**

**UPON MOTION OF COMMISSIONER KELLEY  
SECONDED BY COMMISSIONER HANSEN, THE  
CONSENT CALENDAR (ITEMS C-1 THROUGH C-9)  
WAS UNANIMOUSLY APPROVED.**

**NON-DEPARTMENTAL**

- C-1      *In the Matter of the Appointments of Steven L. Cochran, Lisa Simpson and D.C. "Buzz" Daniel to the COMMUNITY HEALTH COUNCIL*
- C-2      *In the Matter of the Appointment of Lewis B. Lawrence to the MULTNOMAH COUNTY DUII COMMUNITY ADVISORY BOARD*
- C-3      *In the Matter of the Re-Appointments of Paul Bragdon, Ursula LeGuin, Susan Hathaway-Marxer, Terry McCall, Paul Millius, Bonnie Morris and Yvonne Williams to the MULTNOMAH COUNTY LIBRARY ADVISORY BOARD*
- C-4      *In the Matter of the Appointments of Greg Asher and Judy Blankenship to the METROPOLITAN HUMAN RIGHTS COMMISSION*

**DEPARTMENT OF HEALTH**

- C-5      *Ratification of Intergovernmental Agreement Contract 201405 Between Multnomah County and Oregon Health Sciences University, Providing Radiologic Consultation for Interpretation of X-Rays, for the Period November 1, 1994 through October 31, 1996*
- C-6      *Ratification of Amendment No. 1 to Intergovernmental Agreement Contract 202065 Multnomah County and Oregon Health Sciences University, Providing Additional Funding for Non-Inpatient Medical Care for Low-Income Persons Living with HIV/AIDS, for the Period Upon Execution through February 26, 1996*

**DEPARTMENT OF COMMUNITY AND FAMILY SERVICES**

- C-7      *Ratification of Intergovernmental Agreement Contract 103166 Between Multnomah County and Oregon Health Sciences University, for Purchase of Psychiatric Hospital Services for Adults with Emergency Mental Health Holds, for the Period July 1, 1995 through June 30, 1996*
- C-8      *Ratification of Intergovernmental Agreement Contract 103196 Between Children's Services Division and Multnomah County, Providing Funding for Substance Abuse Services for Clients of the Family Support Team Project, for the Period July 1, 1995 through June 30, 1996*

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-9      *ORDER in the Matter of the Execution of Deed D961231 for Repurchase of Tax Acquired Property to Former Owners Lynn A. Houck and Cecelia R. Houck*

**ORDER 95-170.**

**REGULAR AGENDA**

**PUBLIC COMMENT**

- R-1      *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*

**RICHARD KOENIG WRITTEN AND ORAL COMMENTS REGARDING FAMILY SERVICES MEDIATION PROGRAM.**

**NON-DEPARTMENTAL**

- R-2      *PROCLAMATION in the Matter of Proclaiming the Month of August 1995 a Month of Commemoration of the 50th Anniversary of the Bombings of Hiroshima and Nagasaki*

**BETTY MARSH EXPLANATION. PROCLAMATION READ. COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-2. CHAIR STEIN THANKED WILPF FOR PRESENTING PROCLAMATION. PROCLAMATION 95-171 UNANIMOUSLY APPROVED.**

R-3        *PROCLAMATION in the Matter of Recognizing the Recipients of the Thousand Cranes Peace Award for their Efforts to Reduce Violence and Intolerance through Activities that Focus on Respect and Peaceful Problem Solving*

**COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-3. COMMISSIONER KELLEY READ PROCLAMATION RECOGNIZING 87 AWARD RECIPIENTS AND INVITED BOARD TO AUGUST 6, 1995 EVENT. PROCLAMATION 95-172 UNANIMOUSLY APPROVED.**

R-4        *In the Matter of Presenting the Government Finance Officers Association Distinguished Budget Presentation Award to the Budget and Quality Office for the Fiscal Year Beginning July 1, 1994*

**CHAIR STEIN PRESENTATION. BOARD GREETED AND ACKNOWLEDGED BUDGET & QUALITY STAFF MARK CAMPBELL, SHAUN COLDWELL, BARRY CROOK, KERI HARDWICK, CHING HAY, KATHY INNES, KATHY NASH, CHRIS TEBBEN, DAVE WARREN, JIM CARLSON AND TOM DARBY. CHAIR COMMENDED EFFORTS OF STAFF, AUDITOR GARY BLACKMER AND COUNTY DEPARTMENTS.**

R-5        *Budget Modification NOND 2 Requesting Authorization to Increase Revenues and Expenditures within the Tax Supervising and Commission Division Budget by \$4,300 for Staff Assistance Provided to the City of Gresham and Reclassifying a Tax Sup/Budget Clerk to Tax Sup/Budget Analyst Incorrectly Classified in the Adopted Budget*

**COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-5. COURTNEY WILTON EXPLANATION. BUDGET MODIFICATION UNANIMOUSLY APPROVED.**

**PUBLIC CONTRACT REVIEW BOARD**

*(Recess as the Board of County Commissioners and convene as the Public Contract Review Board)*

R-6 PUBLIC HEARING and Consideration of Board ORDER in the Matter of the Appeal of RFP 910-36-0047, Custodial Services for Detention Facilities, by Oregon Pacific Corporation.

**AT THE REQUEST OF CHAIR STEIN AND UPON MOTION OF COMMISSIONER SALTZMAN, SECONDED BY COMMISSIONER KELLEY, R-6 WAS UNANIMOUSLY POSTPONED INDEFINITELY.**

*(Recess as the Public Contract Review Board and reconvene as the Board of County Commissioners)*

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

R-7 ORDER in the Matter of the Sale of Surplus County Land: Part of Lot 21, Lamargent Park, Multnomah County, Oregon

**COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-7. BOB OBERST EXPLANATION AND RESPONSE TO BOARD QUESTION. COUNSEL LARRY KRESSEL TO PROVIDE INFORMATION REGARDING STATUTORY DISPOSITION OF SALE PROCEEDS. ORDER 95-173 UNANIMOUSLY APPROVED.**

R-8 *Third Reading and Possible Adoption of a Proposed ORDINANCE Amending Fees for Action Proceedings and Administrative Actions Under MCC 5.10 and Moving County Surveyor Fees from MCC 11.45 to MCC 5.10*

**PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF THE THIRD READING AND ADOPTION. JOHN DORST AND BOB HOVDEN EXPLANATION AND REQUEST FOR APPROVAL OF NON-SUBSTANTIVE AMENDMENT. UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER KELLEY SECONDED, AN AMENDMENT DELETING REFERENCE TO SURVEYORS FEES WAS UNANIMOUSLY APPROVED. NO ONE WISHED TO TESTIFY. ORDINANCE 826 UNANIMOUSLY APPROVED, AS AMENDED.**

R-9

*RESOLUTION in the Matter of Accepting the Multnomah County Strategic Space Plan, as Developed by SERA Architects and the Facilities Client Committee and Adopting Goals for Multnomah County Facilities and Space*

**COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-9. BETSY WILLIAMS INTRODUCED SERA ARCHITECTS DON EGGLESTON AND KAREN MOORE. MR. EGGLESTON PRESENTATION IN SUPPORT. WAYNE GEORGE READ LETTERS OF SUPPORT FROM CONKLIN FISKUM & McCORMICK AND GRUBB & ELLIS INTO RECORD. MS. WILLIAMS EXPLANATION AND ACKNOWLEDGEMENT OF EFFORTS OF FACILITIES CLIENTS, COMMITTEE MEMBERS, SERA ARCHITECTS AND STAFF. COMMISSIONER SALTZMAN AND CHAIR STEIN DISCUSSED THEIR PROPOSED AMENDMENTS. FOLLOWING BOARD DISCUSSION AND UPON MOTION OF COMMISSIONER SALTZMAN, SECONDED BY COMMISSIONER HANSEN AN AMENDMENT TO PAGE 2, ADDING "H) PURSUE INNOVATIVE ARRANGEMENTS FOR FINANCING APPROACHES, INCLUDING, BUT NOT LIMITED TO, POTENTIAL PUBLIC PRIVATE PARTNERSHIPS, GROUND LEASE OF COUNTY PROPERTIES IN HIGH VALUE AREAS, LEASE BACK AND LEASE PURCHASE OPTIONS, LAND SWAPS AND INTERGOVERNMENTAL COOPERATION." UNANIMOUSLY APPROVED. BOARD COMMENTS IN SUPPORT. RESOLUTION 95-174 UNANIMOUSLY APPROVED, AS AMENDED.**

**GENERAL FUND CONTINGENCY REQUESTS**

R-10

*Budget Modification CFS 1 Requesting Authorization to Transfer \$72,897 from General Fund Contingency to the Adult Mental Health Program Budget to Backfill a Portion of the State Funding Reduction in Adult Outpatient Services*

**COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED APPROVAL OF R-10. KATHY TINKLE EXPLANATION. BUDGET MODIFICATION UNANIMOUSLY APPROVED.**

R-11 *Budget Modification NOND 1 Requesting Authorization to Transfer \$50,000 from General Fund Contingency to the Chair's Office Budget to Provide One Time Only Staff and Materials and Services to Multnomah County's Public Safety Coordinating Council to Develop the County Response to Senate Bill 1145, the Community Corrections Act, and Potential GO Bond and Tax Base Public Safety Requests*

**COMMISSIONER COLLIER MOVED AND COMMISSIONER HANSEN SECONDED APPROVAL OF R-11. CHAIR STEIN EXPLANATION AND RESPONSE TO BOARD QUESTIONS, COMMENTS AND DISCUSSION. BUDGET MODIFICATION UNANIMOUSLY APPROVED.**

R-12 *Budget Modification DES 1 Requesting Authorization to Transfer \$140,000 from General Fund Contingency to the Capital Improvement Program (CIP) Fund, Providing One Time Only Funds for Completion of Various Facilities Management Projects*

**COMMISSIONER HANSEN MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-12. KERI HARDWICK EXPLANATION. COMMISSIONER KELLEY MOVED AND COMMISSIONER SALTZMAN SECONDED, AMENDMENT AUTHORIZING \$80,000 AND PLACING \$60,000 BACK IN CONTINGENCY. COMMISSIONER KELLEY RESPONSE TO QUESTION OF COMMISSIONER COLLIER. BOARD COMMENTS. AMENDMENT UNANIMOUSLY APPROVED. BUDGET MODIFICATION UNANIMOUSLY APPROVED, AS AMENDED.**

R-13 *Budget Modification DES 2 Requesting Authorization to Transfer \$20,000 from General Fund Contingency to DES Administration Budget, to Provide a One Time Only Allocation to the Willamette Light Brigade for Administrative Support to their Volunteer Group through the Association for Portland Progress to Help Coordinate and Secure Lighting of Willamette River Bridges*

**COMMISSIONER COLLIER MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-13. DARLENE CARLSON EXPLANATION AND INTRODUCTIONS. MS. CARLSON READ LETTER OF SUPPORT FROM RUTH SCOTT. PAULINE ANDERSON, GIL JOHNSTON AND MIKE**

**LINDBERG TESTIMONY IN SUPPORT.  
COMMISSIONER COLLIER COMMENTS IN  
SUPPORT AND RESPONSE TO BOARD QUESTIONS.  
BOARD COMMENTS AND DISCUSSION. BUDGET  
MODIFICATION APPROVED, WITH  
COMMISSIONERS HANSEN, COLLIER, SALTZMAN  
AND STEIN VOTING AYE, AND COMMISSIONER  
KELLEY VOTING NO.**

*The meeting was recessed at 10:59 a.m. and reconvened at 11:02 a.m.*

**NON-DEPARTMENTAL**

- R-14      *Request for Ratification of Strategic Investment Program Contract Between Multnomah County, the City of Gresham and LSI Logic Corporation, to Exempt Portions of LSI Logic Corporation's Proposed Project from Property Tax Assessments Under the Strategic Investment Program (SIP) Pursuant to ORS 285.330 and Multnomah County's Strategic Investment Program Policy, as Adopted by Resolution 95-77*

**COMMISSIONER COLLIER MOVED AND  
COMMISSIONER SALTZMAN SECONDED,  
APPROVAL OF LSI CONTRACT AND FSHA.  
COUNSEL SANDRA DUFFY PRESENTATION AND  
EXPLANATION OF CONTRACT AND FSHA,  
INCLUDING STATUTORY REQUIREMENT  
REGARDING COMMUNITY SERVICE FEE, HIRING  
AGREEMENT, COMMUNITY ENHANCEMENTS,  
AFFORDABLE HOUSING, TRAFFIC  
MANAGEMENT PLAN, ENVIRONMENTAL ISSUES  
AND DISPUTE RESOLUTION/ARBITRATION  
CLAUSE. ERIC BEENE AND DEE WALSH  
TESTIMONY IN SUPPORT OF HOUSING TRUST  
FUND. CAROLYN MORRISON TESTIMONY IN  
SUPPORT OF LSI'S ANTICIPATED CHILD CARE  
PROGRAM. FOLLOWING EXPLANATION OF  
COMMISSIONER COLLIER AND MS. DUFFY, AND  
UPON MOTION OF COMMISSIONER COLLIER,  
SECONDED BY COMMISSIONER KELLEY,  
CONTRACT AMENDMENTS TO PAGE 4,  
"COMMITMENT TO THE EXCLUSIVE FULL  
SERVICE FIRST SOURCE HIRING AGREEMENT  
ATTACHED AS EXHIBIT A OF THIS CONTRACT  
SHALL APPLY THROUGHOUT THE TERM OF THIS  
AGREEMENT."; PAGE 6, 3 "FIFTY PERCENT OF**

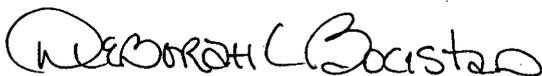
**PERSONS HOLDING POSITIONS" AND REPLACING "THESE" WITH "THOSE HIRED"; PAGE 7, ADDS "WHICH"; PAGE 10, D, "LSI SHALL NEGOTIATE WITH TRI-MET OR OTHER TRANSPORTATION ENTITIES FOR THE PROVISION OF ADDITIONAL OUTLYING SCHEDULES WHICH COINCIDE WITH PLANT SHIFT SCHEDULES."; PAGE 16, 2, "THE BOARD OF COUNTY COMMISSIONERS"; PAGE 17, "BOARD OF COUNTY COMMISSIONERS IN CONSULTATION WITH THE CITY, GRESHAM COMMUNITY DEVELOPMENT HOUSING CORPORATION AND COUNTYWIDE HCDC WILL DETERMINE WHICH COMMUNITY PROGRAM WILL RECEIVE THE FUNDS SET OUT IN THE CHART ABOVE." AND CHANGES THE WORD "IDENTIFY"; PAGE 20, 2, "LSI PROPRIETARY INFORMATION CONTAINED IN THE REPORTS AND DOCUMENTS SUBMITTED BY LSI TO THE COUNTY IN SUPPORT OF THE REPORT IS SUBMITTED IN CONFIDENCE. COUNTY AGREES TO TREAT PROPRIETARY INFORMATION IN A CONFIDENTIAL MANNER." AND "THIS CONTRACT IS INTENDED AS THE WRITTEN REQUEST FROM LSI FOR CONFIDENTIALITY AS WELL AS THE COUNTY'S ASSURANCE IT WILL TREAT THE RELEVANT DOCUMENTS AS IDENTIFIED BY LSI AS CONFIDENTIAL DOCUMENTS WHICH CONTAIN PROPRIETARY INFORMATION MAY GIVE COMPETITORS AN UNDUE ADVANTAGE WHICH ARE ALSO ENTITLED TO NON-DISCLOSURE PROTECTION UNDER ORS. ADDITIONALLY, EMPLOYEE SURVEY INFORMATION OF A PRIVATE NATURE IS EXEMPT FROM DISCLOSURE UNDER A DIFFERENT ORS."; PAGE 22, C "DESCRIBE THE RESULTS OF NEGOTIATIONS WITH TRI-MET OR OTHER TRANSPORTATION ENTITIES FOR PROVISION OF ADDITIONAL SCHEDULES FOR EMPLOYEES."; PAGE 25, 5, "THE COUNTY SHALL ALSO PREPARE AN ANNUAL REPORT TO THE PUBLIC DESCRIBING LSI'S COMPLIANCE WITH THE TERMS OF THIS AGREEMENT." AND 3 (2) "THE PROJECT WILL BE CONSISTENT WITH ALL APPLICABLE LAWS AND REGULATIONS."; PAGE 28, "THE ARBITRATOR SHALL BE GUIDED BY**

**EQUITABLE PRINCIPALS AS APPLIED BY COURTS OF EQUITY IN ORDER TO ARRIVE AT A FAIR RESULT.”; PAGE 29, REMOVE DUPLICATE LANGUAGE; PAGE 33, ADDING “BOARD OF COUNTY COMMISSIONERS”; AND PAGE 33, 6, “THE AGREEMENT SHALL COMMENCE ON THE LAST DATE OF EXECUTION BY THE PARTIES.” WERE UNANIMOUSLY APPROVED. FOLLOWING EXPLANATION AND UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER HANSEN, AMENDMENTS TO EXCLUSIVE FULL SERVICE FIRST SOURCE HIRING AGREEMENT PAGE 2, REMOVING K; PAGE 6, “NEITHER EMPLOYEES FROM THE TARGETED POPULATION NOR ANY OTHER EMPLOYEE HIRED UNDER THIS FSHA SHALL HAVE SPECIAL OR ADDITIONAL RIGHTS ARISING FROM THIS FSHA” AND “LSI IS AN AT WILL EMPLOYER” AND REMOVING NUMBER 9, RENUMBERS 10 TO 9, AND 11 TO 10; PAGE 7, E (1) “LSI AND PDCJNP”; PAGE 8, CHANGE 1998 TO JANUARY 1, 1999; PAGE 9, “AND ALL PARTIES EXECUTE THE SIP CONTRACT AND THIS FSHA CONTRACT.” WERE UNANIMOUSLY APPROVED. COMMISSIONERS SALTZMAN AND KELLEY COMMENTS IN SUPPORT. CHAIR STEIN COMMENTS IN OPPOSITION. COMMISSIONERS HANSEN AND COLLIER COMMENTS IN SUPPORT. LSI CONTRACT AND FSHA APPROVED, AS AMENDED, WITH COMMISSIONERS KELLEY, HANSEN, COLLIER AND SALTZMAN VOTING AYE, AND CHAIR STEIN VOTING NO.**

*There being no further business, the meeting was adjourned at 11:58*

*a.m.*

**OFFICE OF THE BOARD CLERK  
FOR MULTNOMAH COUNTY, OREGON**



**Deborah L. Bogstad**



# MULTNOMAH COUNTY OREGON

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

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

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

#### FOR THE WEEK OF

#### JULY 31, 1995 - AUGUST 4, 1995

*Tuesday, August 1, 1995 - 9:30 AM - Board Briefing . . . . . Page 2*

*Tuesday, August 1, 1995 - 10:30 AM - Executive Session . . . . . Page 2*

*Wednesday, August 2, 1995 - 7:00 PM - SIP Public Hearing . . . . . Page 2*

*Thursday, August 3, 1995 - 9:30 AM - Regular Meeting . . . . . Page 3*

*Wednesday's Public Hearing will be \*cablecast\* live and taped and can be seen by Cable subscribers in Multnomah County on Channel 30.*

*Thursday Meetings of the Multnomah County Board of Commissioners are \*cablecast\* live and taped and can be seen by Cable subscribers in Multnomah County at the following times:*

*Thursday, 9:30 AM, (LIVE) Channel 30*  
*Friday, 10:00 PM, Channel 30*  
*Sunday, 1:00 PM, Channel 30*

*\*Produced through Multnomah Community Television\**

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

*Tuesday, August 1, 1995 - 9:30 AM*

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**BOARD BRIEFING**

- B-1 Multnomah County Department of Community Corrections Implementation Plan for Arming and Other Safety Measures in Response to Continuum of Safety Task Force Report Pursuant to Board Resolution 95-44 Dated March 9, 1995. Presented by Tamara Holden, Cary Harkaway and Dan Pinkney. 1 HOUR REQUESTED.*
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*Tuesday, August 1, 1995 - 10:30 AM*

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**EXECUTIVE SESSION**

- E-1 The Multnomah County Board of Commissioners Will Meet in Executive Session Pursuant to ORS 192.660(1)(h) for Consultation with Counsel Concerning Legal Rights and Duties Regarding Litigation Likely to be Filed. Presented by John DuBay and Scott Pemble. 1 HOUR REQUESTED.*
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*Wednesday, August 2, 1995 - 7:00 PM*

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**PUBLIC HEARING**

- PH-1 The Multnomah County Board of Commissioners and the Gresham City Council Will Convene for the Purpose of Receiving Public Testimony on the Proposed Abatement Contract Between LSI Logic Corporation, Multnomah County and the City of Gresham, to Exempt Portions of LSI Logic Corporation's Proposed Project from Property Tax Assessments Under the Strategic Investment Program (SIP) Pursuant to ORS 285.330 and Multnomah County's Strategic Investment Program Policy, as Adopted by Resolution 95-77. Public Testimony is Limited to Three Minutes Per Person. The Gresham City Council May Take Action on the Contract Agreement at the Conclusion of the Public Hearing. The Multnomah County Commissioners May Take Action on the Contract Agreement During the Regular Meeting on Thursday, August 3, 1995.*
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Thursday, August 3, 1995 - 9:30 AM

Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**REGULAR MEETING**

**CONSENT CALENDAR**

**NON-DEPARTMENTAL**

- C-1      *In the Matter of the Appointments of Steven L. Cochran, Lisa Simpson and D.C. "Buzz" Daniel to the COMMUNITY HEALTH COUNCIL*
- C-2      *In the Matter of the Appointment of Lewis B. Lawrence to the MULTNOMAH COUNTY DUII COMMUNITY ADVISORY BOARD*
- C-3      *In the Matter of the Re-Appointments of Paul Bragdon, Ursula LeGuin, Susan Hathaway-Marxer, Terry McCall, Paul Millius, Bonnie Morris and Yvonne Williams to the MULTNOMAH COUNTY LIBRARY ADVISORY BOARD*
- C-4      *In the Matter of the Appointments of Greg Asher and Judy Blankenship to the METROPOLITAN HUMAN RIGHTS COMMISSION*

**DEPARTMENT OF HEALTH**

- C-5      *Ratification of Intergovernmental Agreement Contract 201405 Between Multnomah County and Oregon Health Sciences University, Providing Radiologic Consultation for Interpretation of X-Rays, for the Period November 1, 1994 through October 31, 1996*
- C-6      *Ratification of Amendment No. 1 to Intergovernmental Agreement Contract 202065 Multnomah County and Oregon Health Sciences University, Providing Additional Funding for Non-Inpatient Medical Care for Low-Income Persons Living with HIV/AIDS, for the Period Upon Execution through February 26, 1996*

**DEPARTMENT OF COMMUNITY AND FAMILY SERVICES**

- C-7      *Ratification of Intergovernmental Agreement Contract 103166 Between Multnomah County and Oregon Health Sciences University, for Purchase of Psychiatric Hospital Services for Adults with Emergency Mental Health Holds, for the Period July 1, 1995 through June 30, 1996*
- C-8      *Ratification of Intergovernmental Agreement Contract 103196 Between Children's Services Division and Multnomah County, Providing Funding for Substance Abuse Services for Clients of the Family Support Team Project, for the Period July 1, 1995 through June 30, 1996*

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

C-9        *ORDER in the Matter of the Execution of Deed D961231 for Repurchase of Tax Acquired Property to Former Owners Lynn A. Houck and Cecelia R. Houck*

**REGULAR AGENDA**

**PUBLIC COMMENT**

R-1        *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*

**NON-DEPARTMENTAL**

R-2        *PROCLAMATION in the Matter of Proclaiming the Month of August 1995 a Month of Commemoration of the 50th Anniversary of the Bombings of Hiroshima and Nagasaki*

R-3        *PROCLAMATION in the Matter of Recognizing the Recipients of the Thousand Cranes Peace Award for their Efforts to Reduce Violence and Intolerance through Activities that Focus on Respect and Peaceful Problem Solving*

R-4        *In the Matter of Presenting the Government Finance Officers Association Distinguished Budget Presentation Award to the Budget and Quality Office for the Fiscal Year Beginning July 1, 1994*

R-5        *Budget Modification NOND 2 Requesting Authorization to Increase Revenues and Expenditures within the Tax Supervising and Commission Division Budget by \$4,300 for Staff Assistance Provided to the City of Gresham and Reclassifying a Tax Sup/Budget Clerk to Tax Sup/Budget Analyst Incorrectly Classified in the Adopted Budget*

**PUBLIC CONTRACT REVIEW BOARD**

*(Recess as the Board of County Commissioners and convene as the Public Contract Review Board)*

R-6        *PUBLIC HEARING and Consideration of Board ORDER in the Matter of the Appeal of RFP 910-36-0047, Custodial Services for Detention Facilities, by Oregon Pacific Corporation. 20 MINUTES REQUESTED.*

*(Recess as the Public Contract Review Board and reconvene as the Board of County Commissioners)*

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

R-7        *ORDER in the Matter of the Sale of Surplus County Land: Part of Lot 21,*

*Lamargent Park, Multnomah County, Oregon*

- R-8 *Third Reading and Possible Adoption of a Proposed ORDINANCE Amending Fees for Action Proceedings and Administrative Actions Under MCC 5.10 and Moving County Surveyor Fees from MCC 11.45 to MCC 5.10*
- R-9 *RESOLUTION in the Matter of Accepting the Multnomah County Strategic Space Plan, as Developed by SERA Architects and the Facilities Client Committee and Adopting Goals for Multnomah County Facilities and Space. 20 MINUTES REQUESTED.*

**GENERAL FUND CONTINGENCY REQUESTS**

- R-10 *Budget Modification CFS 1 Requesting Authorization to Transfer \$72,897 from General Fund Contingency to the Adult Mental Health Program Budget to Backfill a Portion of the State Funding Reduction in Adult Outpatient Services*
- R-11 *Budget Modification NOND 1 Requesting Authorization to Transfer \$50,000 from General Fund Contingency to the Chair's Office Budget to Provide One Time Only Staff and Materials and Services to Multnomah County's Public Safety Coordinating Council to Develop the County Response to Senate Bill 1145, the Community Corrections Act, and Potential GO Bond and Tax Base Public Safety Requests*
- R-12 *Budget Modification DES 1 Requesting Authorization to Transfer \$140,000 from General Fund Contingency to the Capital Improvement Program (CIP) Fund, Providing One Time Only Funds for Completion of Various Facilities Management Projects*
- R-13 *Budget Modification DES 2 Requesting Authorization to Transfer \$20,000 from General Fund Contingency to DES Administration Budget, to Provide a One Time Only Allocation to the Willamette Light Brigade for Administrative Support to their Volunteer Group through the Association for Portland Progress to Help Coordinate and Secure Lighting of Willamette River Bridges*

**NON-DEPARTMENTAL**

- R-14 *Request for Ratification of Strategic Investment Program Contract Between Multnomah County, the City of Gresham and LSI Logic Corporation, to Exempt Portions of LSI Logic Corporation's Proposed Project from Property Tax Assessments Under the Strategic Investment Program (SIP) Pursuant to ORS 285.330 and Multnomah County's Strategic Investment Program Policy, as Adopted by Resolution 95-77. 1 HOUR REQUESTED.*

TANYA COLLIER  
Multnomah County Commissioner  
District 3



1120 SW Fifth St, Suite 1500  
Portland, OR 97204  
(503) 248-5217

M E M O R A N D U M

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TO: Board Clerks  
Chair, Beverly Stein  
Commissioner Gary Hansen  
Commissioner Sharron Kelley  
Commissioner Dan Saltzman

FROM: Stuart Farmer

DATE: June 20, 1995

SUBJECT: Summer Schedule

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Please excuse Commissioner Collier from the July 20 & July 27 Board meetings, the July 25 planning meeting and the August 1 briefing.

Thank you.

1995 JUN 20 PM 11:57  
MULTNOMAH COUNTY  
OREGON

MEMORANDUM

DATE: June 29, 1995  
TO: Office of the Board Clerk  
FROM: Andrea Jilovec *AD*  
SUBJECT: Commissioner Saltzman's Summer Schedule

BOARD OF  
COUNTY COMMISSIONERS  
1995 JUN 29 PM 5:25  
MULTNOMAH COUNTY  
OREGON

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Commissioner Saltzman will be out of the office on the following dates:

Monday - Friday, July 3 - 7, Vacation  
Friday, July 14, Vacation

From Monday, July 24, through Friday, August 4, Commissioner Saltzman has been called to jury duty, although he may not be chosen as a juror. I will continue to schedule appointments for him throughout the jury duty period, however, I will attempt to limit the meetings to afternoons only, with the disclaimer that meetings may be rescheduled at the last minute.

*8/1/95 Jury Duty*

AGENDA NO: \_\_\_\_\_

B-1

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Implementation Plan for Arming and Other Safety Measures

BOARD BRIEFING Date Requested: August 1, 1995

Amount of Time Needed: 45 minutes

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

DEPARTMENT: DCC

DIVISION: \_\_\_\_\_

CONTACT: Cary Harkaway

TELEPHONE #: 248-3039

BLDG/ROOM #: 161/600

PERSON(S) MAKING PRESENTATION: Tamara Holden, Cary Harkaway, Dan Pinkney

ACTION REQUESTED:

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Presentation of implementation plan consistent with Board Resolution 95-44

SIGNATURES REQUIRED:

ELECTED OFFICIAL: \_\_\_\_\_

OR

DEPARTMENT MANAGER: \_\_\_\_\_

*M. Tamara Holden*

BOARD OF  
COUNTY COMMISSIONERS  
1995 JUL 27 PM 5:05  
MULTNOMAH COUNTY  
OREGON

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

**MULTNOMAH COUNTY**  
**DEPARTMENT OF COMMUNITY CORRECTIONS**  
**IMPLEMENTATION PLAN**  
**FOR ARMING AND OTHER SAFETY MEASURES**

Presented to:

Board of County Commissioners  
August 1, 1995

## INTRODUCTION

In December 1993, the Department of Community Corrections chartered the Continuum of Safety Task Force to review and make recommendations concerning the entire spectrum of safety issues confronting our staff. The Task Force report, issued in July 1994, included approximately 150 recommendations. The Department accepted all of the recommendations, except those related to arming which required further study and consideration by the Board of County Commissioners (BOCC). The recommendations related to arming involved major policy decisions and were reviewed by the BOCC on March 9, 1995. On that date, the Commissioners approved Resolution 95-44 accepting the Task Force's recommendations and calling on the Department to develop an implementation plan by August 1, 1995 which includes the following elements and a January 1, 1996 implementation date:

1. Expediting the process of arming to threat;
2. Forming an armed unit to supervise gang-involved offenders;
3. Developing an assessment instrument that identifies potential for violence and forming a special unit to supervise offenders with such potential (a decision on arming this unit will be made on October 5, 1995);
4. Providing appropriate safety training for all employees;
5. Creating standards for the use of body armor; and
6. Adopting a policy forbidding employees from taking their firearms home unless armed for threat.

The Resolution also provides for further study of the arming recommendations made by the Task Force and a vote on or about January 1, 1997 regarding the Department's future arming policy.

In April 1995, the Department chartered the Armed Units Committee to assist in developing the implementation plan requested by the BOCC. The Committee included:

Jim Gerhardt, Probation and Parole Officer/AFSCME Local 88 Representative  
Frank Grace, Probation and Parole Supervisor  
Cary Harkaway, Deputy Director  
Horace Howard, District Manager, Facilitator  
Carrie Kirkpatrick, Probation and Parole Officer  
Stephen La Marche, Program Administrator  
Bob O'Donnell, Probation and Parole Officer  
Steve Padilla, Probation and Parole Officer  
Dan Pinkney, Probation and Parole Officer/Safety Coordinator

The Committee met on a weekly basis in April, May, and June 1995. Meeting summaries and policy and procedure drafts were distributed throughout the Department and to County Commissioners to update them on Committee progress and to encourage their input. The Committee operated on a consensus decision-making

model. Their recommendations are reflected in this report and in proposed policy and procedure currently under department review.

### **1. Making the Process of Arming to Threat Timely**

The Armed Units Committee has recommended a policy and procedure which will significantly reduce the time involved in administrative review of requests to be armed for threat. Departmental approval would be granted or denied within four days. The review process will include supervisory investigation of the specific threat and consideration of all possible safety procedures. It should be noted that it could take additional time for an employee to complete other requirements, such as range qualification and psychological evaluation, but the department will attempt to expedite the entire process.

Timeline: Policy and procedure expediting the process of arming for threat will be in place by October 1, 1995.

### **2. Forming an Armed Unit to Supervise Gang-Involved Offenders**

The department currently has a Gang Supervision Team, which will become an armed unit. Staff will be considered for assignment to armed units on a voluntary basis. Current Gang Supervision Team members will have the option of transitioning to armed status if they meet all other requirements for arming as will be specified in Policy and Procedure. If they prefer to work in an unarmed unit, they will be reassigned.

Timeline: Announcement of the transition of the Gang Supervision Team to armed status will occur in October 1995. Current staff will have two weeks to decide whether they want to remain in the unit or transfer to another unit. If necessary, recruitment for transfer to the unit will occur through November 1995. Training will begin in January 1996.

### **3. Providing Appropriate Safety Training for All Employees**

A Safety Coordinator was appointed in January 1995 to coordinate and oversee the implementation of a Department-wide safety program based on the Task Force report. The Department also assigned a Probation and Parole Officer to help coordinate training in January 1995. A full-time Training Coordinator will be appointed by August 4, 1995. The following safety-related trainings have been offered since December 1994:

- Defensive Tactics/Force Continuum
- Vehicle Safety
- Mental Illness
- B.O.E.C./911
- Hazardous Materials
- Drug Lab Recognition
- Office Arrest Procedures
- Armed for Threat Range Qualification
- Radio Training
- CPR/First Aid
- Diffusing Hostility
- Home Visit Safety
- Capsicum Training
- Blood Borne Pathogens

Additional safety-related training will be delivered in the following areas in 1995-96:

- Office Safety Emergency Procedures
- Neighborhood Orientations
- Search & Seizure
- Firearms Familiarization
- Office Arrest Procedures
- ASP Baton
- UA Specimen Collection

The Safety Coordinator and the Probation and Parole Officer assigned to help coordinate training served on the Armed Units Committee. The Committee developed a proposed training curriculum for firearms. The suggested curriculum totals 56 hours. An 8 hour classroom re-certification is recommended annually. Range qualification is recommended three times per year (12 hours). The proposed curriculum follows this page.

The department is considering various options for training resources: internal staff trained as trainers; contracted trainers; interagency training agreements. Each option has advantages and disadvantages. Having trainers on staff makes training more convenient, allows us to design training to our standards and policies, and may decrease the costs of training, but it could seriously impact department workload. Contracting for training may be the most expensive strategy, but it allows us to design training to our standards while controlling the impact of training on workload. Interagency training agreements are desirable from a cost standpoint and because they build support for our mission across agency lines, however, they limit our flexibility in customizing training to our standards and policies. The department believes that a flexible combination of approaches, including staff, contracts, and interagency agreements, is in the county's best interest.

Timeline: Safety training is on-going. Specific training for armed staff will begin in January 1996.

## PROPOSED FIREARMS CURRICULUM

TOPIC	SETTING	BPSST COURSE	CONTENT
Legal Issues 2 hrs	Classroom	Lesson Plan Exists	<ol style="list-style-type: none"> <li>1. Statutes on arrest.</li> <li>2. Statutes on authority of POs and Peace Officers.</li> <li>3. Statutes on use of force; possession of weapons.</li> </ol>
DCC Policy/ Procedures 2 hrs	Classroom	TBD	DCC Policy and Procedure on firearms, force continuum.
Diffusing Hostility 4 hrs	Classroom and Workshop	Lesson Plan Exists	<ol style="list-style-type: none"> <li>1. Verbal/non-verbal skills.</li> <li>2. Anger management.</li> <li>3. Personal safety issues.</li> </ol>
Stress Management 4 hrs	Classroom	TBD	<ol style="list-style-type: none"> <li>1. Effects of stress.</li> <li>2. Indicators of stress.</li> <li>3. Stress management strategies.</li> </ol>
Firearms Familiarization and Safety: Home, Office, Field 6 hrs	Classroom and Workshop	Lesson Plan Exists	<ol style="list-style-type: none"> <li>1. Safety rules.</li> <li>2. Mechanical operation and specifications of firearms.</li> <li>3. Ammunition specs and characteristics.</li> <li>4. Range rules.</li> <li>5. Tactical safety.</li> <li>6. Range/field/office/home safe conditions.</li> <li>7. Clearing/checking weapons.</li> <li>8. Field stripping, cleaning, and weapon assembly.</li> </ol>
Shooting Skills 8 hrs	Range	Lesson Plan Exists	<ol style="list-style-type: none"> <li>1. Positions.</li> <li>2. Sight alignment.</li> <li>3. Trigger control.</li> <li>4. Steady hold factors.</li> <li>5. Loading/unloading/reloading.</li> <li>6. Malfunction drills.</li> <li>7. Holstering/unholstering.</li> <li>8. Proficiency practice courses.</li> </ol>

TOPIC	SETTING	BPSST COURSE	CONTENT
Psychological Impacts of Carrying a Firearm 4 hrs	Classroom	TBD	TBD
Tactical Skills 8 hrs	Range	Lesson Plan Exists	1. Use of cover. 2. Firing from cover. 3. Effective ranges and safe field of fire considerations. 4. Shot placement. 5. Threat identification. 6. Subdued light firing.
Qualification 4 hrs	Range	Lesson Plan Exists	Tactical firearms course.
Confrontation Simulation 4 hrs	Gym	Lesson Plan Exists	1. Use of verbal commands. 2. Use of force. 3. Use of cover.
Defensive Tactics 8 hrs	Classroom/ Gym	Lesson Plan Exists	1. Weapon retention. 2. Disarming techniques. 3. High risk handcuffing.
Working With Other Agencies 2 hrs	Classroom	TBD	Interagency agreements and expectations.

#### 4. Creating Standards for the Use of Body Armor

The following policy was developed jointly by the Armed Units Committee and the department's Supervisors and Program Administrators:

*All staff issued body armor will be required to wear it when doing field work. For purposes of this policy, field work is defined as activities outside of the office which include a reasonable expectation of being in a high threat environment or having contact with offenders. By this definition, body armor would be optional at training, administrative meetings, or while on personal*

*time. Of course, body armor could be required to participate in training related to safety or field work issues.*

*All staff armed for threat will be required to wear body armor to and from work and during all field work.*

*Probationary POs should be fitted for body armor and subject to this policy. Temporary POs should use generic body armor (not personally fitted) available at each office.*

Timeline: This policy is in effect.

**5. Adopting a Policy Forbidding Employees from Taking Their Firearms Home Unless Armed for Threat**

Policy and procedure proposed by the Armed Units Committee covers this item.

Timeline: Policy and procedure forbidding employees from taking their firearms home, unless armed for threat, will be in place by October 1, 1995.

**6. Developing an Assessment Instrument that Identifies Potential for Violence and Forming a Special Unit to Supervise Offenders with Such Potential (a decision on arming this unit will be made on October 5, 1995)**

The department is working with the Glendon Association, a private non-profit research group in Santa Barbara, CA in developing a prediction instrument for violent behavior. The team will be interviewing offenders in July and August. The project will have preliminary results by September 1, 1995 and final results by the Spring of 1996. Our experience with instruments designed to predict violence is that reliable instruments are costly, time-consuming, and require a clinical expertise to administer. We are hopeful that this research will help us develop an assessment instrument that could be used to identify a target population for a violent offenders unit when used in combination with easily accessed offender data, such as criminal history and present offense.

Timeline: Preliminary research data available September 1, 1995. Draft assessment instrument available November 1, 1995. Recruiting for special unit in November 1995. Firearms training (if required) in January 1996.

**7. Resolution 95-44 provides for further study of the arming recommendations made by the Task Force and a vote on or about January 1, 1997 regarding the Department's future arming policy.**

To assist the Board in formulating arming policy, the Committee developed a proposed plan (see following page) for evaluating the impacts of arming on the community, the offender, other agencies, staff safety, workload and case management, and the Department's budget.

In response to issues raised by the Continuum of Safety Task Force and to assist the Board in evaluating the impacts of arming consistent with our evaluation plan, the department will implement an armed generic unit. This unit will provide both empirical and anecdotal data.

The Armed Units Committee suggested the following as implementation guidelines:

- A. The unit should be a typical probation and parole unit in all respects. Its caseload should represent all offender classifications and its workload should be within the range of other generic units.
- B. The unit should consist of a Supervisor, Probation/Parole Officers, and support staff. The number of staff in each classification should be typical of current Department staffing levels.
- C. The unit should be located in the central core area: the West District Office, the Southeast District Office, or the Mid-County District Office. The location would have to provide proper weapon and ammunition storage. Because the Northeast District Office will likely include the armed Gangs Supervision Team, the Committee recommends another home for the armed generic unit so that the impacts of arming can be assessed across a wider section of the department. The Gresham Office is not recommended because it only includes one unit, making it more difficult to compare armed and unarmed units.
- D. A current generic unit will be designated to be armed. Current Officers in the unit will have the option of remaining in the unit and being armed or transferring to another unit.

**Timeline:** Announcement of the transition of a generic unit to armed status will occur in October 1995. Current staff will have two weeks to decide whether they want to remain in the unit or transfer to another unit. If necessary, recruitment for transfer to the unit will occur through November 1995. Training will begin in January 1996.

## EVALUATION PLAN: METHODOLOGY

OBJECTIVES	SOURCES	STRATEGIES
ASSESS IMPACT ON THE COMMUNITY	INCIDENT REPORTS	Note incidents in which use of firearm enhanced, diminished, or had no effect on community safety. Use Safety Coordinator's Incident Report database. Modify form, if necessary.
		Note incidents in which firearm was not available, but could have enhanced community safety. Use Safety Coordinator's Incident Report database. Modify form, if necessary.
	COMMUNITY REPS	Assess anecdotal data on impact of arming on community safety. Use surveys and/or focus groups targeting neighborhood association members (in neighborhoods served by armed units), Citizen's Crime Commission members, victim's assistance/victim's rights reps., merchants. Look for pre- and post arming comparisons.
	POs	Assess anecdotal data on impact of arming on community safety. Use focus groups made up of armed and unarmed POs. Look for pre- and post arming comparisons.
ASSESS IMPACT ON OFFENDER	OFFENDERS	Use focus groups of offenders to assess how knowing that a PO is armed would affect them. After implementation of armed units, use focus groups of impacted offenders to assess how arming POs affected their behavior.
	POs	Assess anecdotal data on impact of arming on offender behavior. Use focus groups of armed and unarmed POs.
	OTHER COUNTIES WITH ARMED POS	Review evaluations of arming programs in other counties for any data or insight on the impact of arming POs on offender behavior.
ASSESS IMPACT ON OTHER AGENCIES	LAW ENFORCEMENT/ TREATMENT/ SOCIAL SERVICES	Use surveys and/or focus groups to assess impact of arming specific dcc units on their safety, operations, and relations with their clients. Look for pre- and post arming comparisons.
	OTHER COUNTY COMMUNITY CORRECTIONS DEPARTMENTS	

OBJECTIVES	SOURCES	STRATEGIES
ASSESS IMPACT ON DCC STAFF SAFETY	DCC STAFF	Use surveys to assess impacts of arming on staff safety. Survey armed and unarmed staff across units and classifications.
	INCIDENT REPORTS	Assess any changes in frequency or seriousness of incident reports in armed units (pre- and post arming comparisons).
	OTHER COUNTIES WITH ARMED POs	Review evaluations of arming programs in other counties for any data or insight on the impact of arming POs on staff safety.
ASSESS IMPACT ON DCC WORKLOAD	TRAINING LOGS	Measure the added training, qualifying, and firearm maintenance time each armed staff person must set aside.
	SUPERVISORS	Caseload audits will provide a pre- and post arming comparison of a POs ability to meet case management standards for his/her caseload.
	OTHER COUNTIES WITH ARMED POs	Review evaluations of arming programs in other counties for any data or insight on the impact of arming POs on workload.
ASSESS IMPACT ON DCC BUDGET	SAFETY AND TRAINING EXPENDITURE RECORDS	Records are kept of all safety and training expenses. These may be totaled for arming-related items. We would be able to estimate the cost per armed person.
ASSESS IMPACT ON BENCHMARKS	PUBLIC OPINION SURVEYS AND CRIME REPORTS	Public opinion surveys related to perceptions of safety and reported crime might indicate impact of armed staff. Relationship may be difficult to substantiate.

## 8. Fiscal Impacts

The Armed Units Committee gathered or estimated the cost of recommended equipment and training to help assess the impact of arming on the department's budget. Actual costs will be continuously updated as arming is implemented.

<b>NUMBER TO BE ARMED:</b>	Armed to threat	20
	Armed Generic Unit	10
	Gang Team	5
	High Risk Unit	10
	<b>TOTAL</b>	<b>45 + 5 spares = 50 guns</b>

### Assumptions:

1. 20 armed to threat (13 at present)
2. 9 + Supervisor in Armed Generic Unit.
3. High risk unit will be armed.
4. 9 + Supervisor in High Risk Unit.
5. 4 + Supervisor in Gang Team.

**FIREARMS:** Glock 17 and 19 pistols range from \$371.00 to \$609.00. The lower price is for a basic handgun; higher price reflects optional equipment such as night sights and extra magazine.

**Est. firearms cost for 45 staff = \$18,550.00 to \$30,450.00**  
(Initial cost)

**AMMUNITION:** Practice rounds: \$104.77 per 1,000 rounds  
Duty rounds: \$333.40 per 1,000 rounds (Winchester SXT)  
Based on State of Oregon contract.

600 practice rounds/person x 45 = 27,000 rounds  
Cost for practice rounds = \$2,829.00

100 duty rounds/person x 45 = 4,500 rounds  
Cost for duty rounds = \$1,500.00

**Estimated ammunition cost = \$4,329.00**  
(Ongoing annual cost)

**OTHER EQUIPMENT:**

Ear protectors: \$15.95 to \$49.00  
Shooting glasses: \$5.00 to \$27.95  
Extra magazines: \$25.40 x 2 = \$50.80  
Gun cleaning equip., ea: \$11.95 to \$25.00  
Holster: \$16.95 to \$150.00  
Magazine holder: \$7.50 to \$25.00  
**TOTAL: \$108.15 to \$327.75**

**NOTE:** The Committee recommends that quality equipment, rather than the cheapest available, be purchased.

Est. other equip. cost for 45 staff = \$4,867.00 to \$14,749.00

(Initial cost)

Est. 50%/yr replacement cost = \$2,434.00 to \$7,375.00

(Ongoing annual cost)

**GUN SAFES:**

Estimate 6 safes at \$1,200 = \$7,200.00

(One time only cost)

**ALARM UPGRADES:**

Estimate \$500/office x 6 = \$3,000.00

(One time only cost)

**TRAINING COSTS:**

Number to be trained:	Armed to threat	20
	Armed generic unit	10
	Gang Team	5
	High risk unit	10
	<b>TOTAL</b>	<b>45</b>

Training hours: Basic course = 56 hours  
Re-qualifying/re-cert = 20 hours

Time spent in training: 56 hrs x \$16.89 (avg PO pay) = \$946.00/person

Est. initial cost for training time = \$946 x 45 = \$42,570.00

20 hrs x \$16.89 (avg PO pay) = \$338.00/person

Est. re-qual/re-cert trng time = \$338 x 45 = \$15,210.00

Instructors: Estimated cost: \$20/hr to \$50/hr  
Estimate curriculum offered three times/yr.

Est. initial trng. instructor cost = \$3,360.00 to \$8,400.00  
Est. re-qual/re-cert instructor cost = \$1,200.00 to \$3,000.00

Materials: Estimated initial training materials cost = \$1,500  
Est. re-qual/re-cert training materials cost = \$500/yr

**TOTAL:** Est. initial trng cost for 45 staff = \$47,430.00 to \$52,470.00  
(First year training cost)  
Est. ongoing trng cost for 45 staff = \$16,910.00 to \$18,710.00  
(Ongoing annual training cost)

**FIRST YEAR COST PER ARMED PERSON:** \$1,897.00 TO \$2,493.00

**ONGOING COST PER ARMED PERSON:** \$526.00 TO \$676.00

**FIRST YEAR TOTAL COST TO ARM 45 STAFF:** \$85,376.00 TO \$112,198.00

**ONGOING COST TO ARM 45 STAFF:** \$23,673.00 TO \$30,414.00

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF MULTNOMAH COUNTY

In the Matter of Improving )  
Safety in the Department of )  
Community Corrections )

RESOLUTION  
95-44

WHEREAS, the Department of Community Corrections Continuum of Safety Task Force met weekly from December, 1993 through July, 1994, to assess and make recommendations concerning the safety of all department staff; and

WHEREAS, the Department has taken the following implementation steps already:

- hired a Safety Coordinator
- funded safety equipment
- re-energizing site safety committees
- purchased new cage vehicles
- provided officers with new radio equipment

WHEREAS, many of the remaining recommendations of the Safety Task Force are supported by all stakeholders and can be implemented quickly and relatively inexpensively; and

WHEREAS, whether or how to arm parole and probation officers is an emotional and contentious issue and a potentially expensive issue for the Board and

WHEREAS, use of deadly force is the last step on the continuum of responses to dangerous situations and the County would lower the danger to the community and its own liability by ensuring that all employees are trained to competence in the steps on the continuum prior to use of weapons.

NOW THEREFORE, IT IS RESOLVED THAT, the Board of County Commissioners accepts the Continuum of Safety Task Force report and thanks its members for a careful and comprehensive study of the issue; and

THEREFORE, IT IS FURTHER RESOLVED THAT, the Chair, Liaison Commissioner, and Department Director will develop a plan which recommends options for consideration regarding the Task Force report. The plan should be completed following review of the recommendations by the management support service staff on issues related to labor relations, legal liability, risk management, and budget, but should be completed and presented to the Board on August 1, 1995, in a briefing.

- \* Elements of the implementation plan will include:
- making the process of arming to threat timely;
  - forming an armed Specialized Caseload for gang related offenders;
  - providing appropriate safety training for all employees;
  - creating standards for use of body armor;
  - adopting a policy forbidding employees from taking home their weapons unless armed for threat;
  - developing an assessment tool to determine potential for violence by supervised offenders and creating a specialized caseload to work with these offenders. The decision about arming this specialized unit will be made on October 5, 1995.
- These elements in the plan will be implemented no later than January 1, 1996.

The implementation plan shall describe the steps to be taken on a two year timeline with corresponding costs. The plan shall include the recommendations made in the Task Force report including the arming proposal as an option at the end of the implementation period. However, prior to voting whether to implement the arming proposal made by the Task Force, the Board of County Commissioners shall evaluate the cost, nature of the population served, the functions of staff, and impact and effectiveness of the safety measures already taken. This Board of County Commission vote regarding arming will be on or about January 1, 1997.

ADOPTED this 9th day of March, 1995.

MULTNOMAH COUNTY, OREGON

By Beverly Stein  
Beverly Stein, Chair



REVIEWED:  
LAURENCE KRESSEL, COUNTY COUNSEL  
for MULTNOMAH COUNTY, OREGON

By [Signature]

**MULTNOMAH COUNTY  
DEPARTMENT OF COMMUNITY CORRECTIONS  
CONTINUUM OF SAFETY TASK FORCE  
RECOMMENDATION STATUS REPORT**

**July 1, 1995**

**INTRODUCTION**

The Continuum of Safety Task Force was formed by the Multnomah County Department of Community Corrections and endorsed by the Board of County Commissioners, to review and make recommendations about the entire spectrum of safety issues important to the Department of Community Corrections. The following are those recommendations and the current status of each. Please refer to the following legend when interpreting this information.

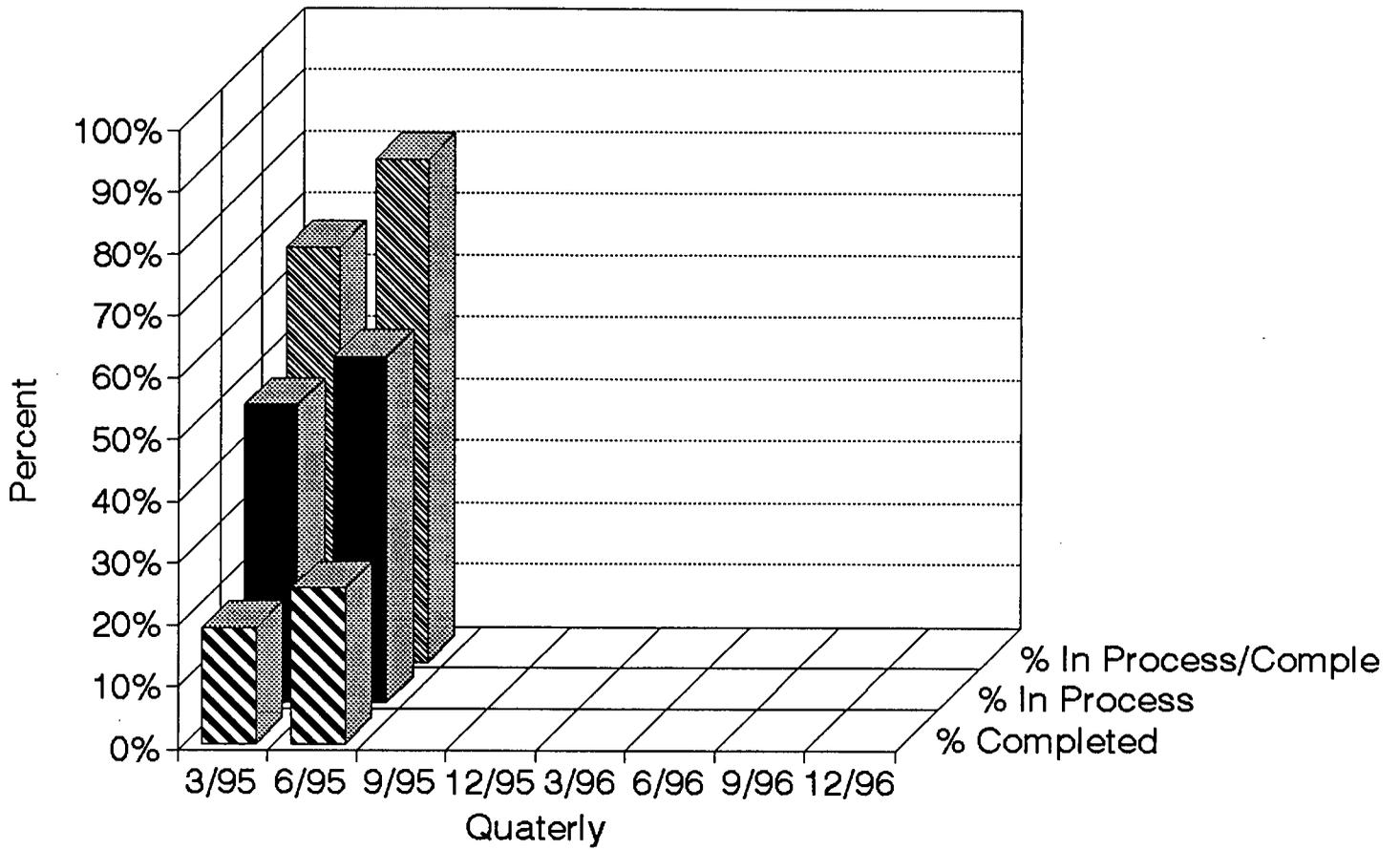
**Legend:**

- NO = Work on this recommendation has not been started.
- YES = Work on this recommendation has been started and is in process.
- ✓ = Work on this recommendation has been completed.

The task force developed (151) recommendations in the following areas:

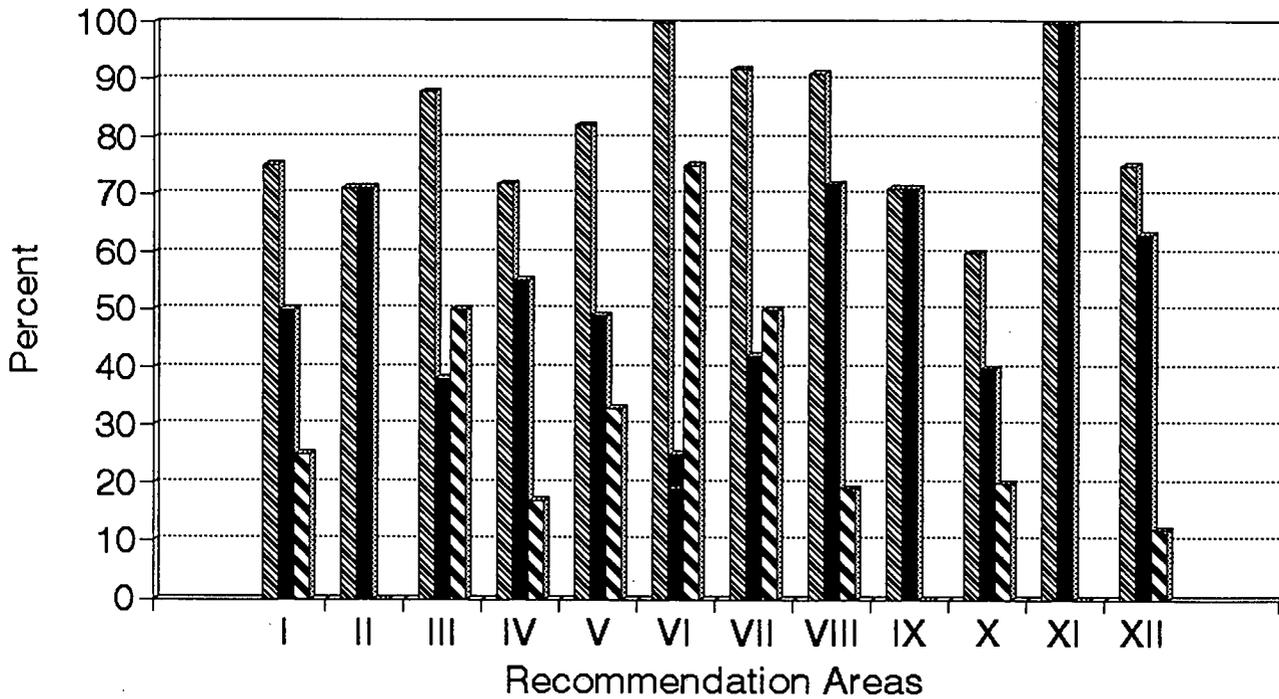
RECOMMENDATION AREAS	(% YES) IN PROCESS	(% ✓) COMPLETED	(%) TOTAL
I. a consistent approach to staff safety (4)	50%	25%	75%
II. policies and procedures (7)	71%	0%	71%
III. interrelationship of safety and workload (8)	38%	50%	88%
IV. training (29)	55%	17%	72%
V. work sites (33)	49%	33%	82%
VI. site safety committees (4)	25%	75%	100%
VII. safety equipment (12)	42%	50%	92%
VIII. arrest, transport, and searches (21)	72%	19%	91%
IX. arming for probation/parole officers (14)	71%	0%	71%
X. incident reports (5)	40%	20%	60%
XI. critical incident response (6)	100%	0%	100%
XII. ergonomics (8)	63%	12%	75%
<b>TOTAL AVERAGE %</b>	<b>56%</b>	<b>25%</b>	<b>81%</b>

# Safety Task Force Recommendations



# Progress Toward Completion

June, 1995



% In Process/Comple % In Process % Completed

## TASK FORCE RECOMMENDATIONS

### I. NEED FOR CONSISTENCY IN THE APPLICATION OF TRAINING AND SAFETY STANDARDS

RECOMMENDATIONS		NO	YES	✓
1.	All staff are responsible for creating a safe work environment. Hold staff accountable for the implementation of policies, procedures, use of equipment and safety training requirements.			X
2.	Clearly define all safety equipment and training requirements in written Department-wide policies and procedures. Update these procedures as needed and keep them current to Department practices.		X	
3.	Apply all safety practices, training and equipment at all work sites in a consistent manner.		X	
4.	Create a Department-wide safety committee to review the implementation of safety policies, procedures and practices. The committee would review new policies and procedures for safety issues and receive and review the minutes of all site safety committees. The committee would meet monthly or as required and report directly to the Director of the Department when members identify areas of concern in the implementation of consistent safety practices. Like the membership of this task force, the membership of the safety committee would be a cross section of Department staff and would represent a variety of perspectives and experience.	X		

### II. POLICIES AND PROCEDURES

RECOMMENDATIONS		NO	YES	✓
1.	Immediately allocate staff to draft policies and procedures.		X	
2.	Review all policies and procedures on a continuing basis, provide annual training for all employees in the policies and procedures relevant to their jobs and update all written copies of the policies and procedures with insert pages for policy and procedure manuals.		X	

3.	Provide every employee with a copy of the policies and procedures.	X		
4.	Provide each office with copies of State Department of Corrections and Multnomah County policies that have an impact on community corrections.		X	
5.	Provide each office with a complete copy of the Oregon Revised Statutes.	X		
6.	As automation equipment and expertise become available, explore electronic ways to notify staff of changes in policy and procedure, potentially placing policies and procedures on-line in order to give staff easier access to this information.		X	
7.	Develop policies and procedures for each program area that reflect the particular activities of that program that are not covered in Department-wide policies and procedures.		X	

### III. INTERRELATIONSHIP OF SAFETY AND WORKLOAD

RECOMMENDATIONS		NO	YES	✓
1.	Continue to seek ways to organize offender information to identify the risks presented by offenders. Organize files (both paper and automated) in a consistent manner for easy access to information on the risk of each offender.			X
2.	Continue to work with the state prisons and the interstate compact office to insure that staff have sufficient information about offenders placed on probation/parole prior to the offender presenting him/herself for supervision at the office.			X
3.	Continue to review the funding for probation/parole officer positions, balancing funding constraints with the workload.			X
4.	Implement a time study as soon as possible to review the workload of probation/parole officers and other staff. This time study should take into account the time and safety considerations involved in the implementation of structured sanctions, automation of case management functions and other recent work changes.			X
5.	Review workload issues and develop increased efficiencies in order to address the increasing workload of all Department staff, including an examination of paper flow to eliminate all unnecessary tasks and forms staff are required to complete.		X	

6.	Assess continuing workload requirements when staff are on leave (vacation, sick, etc.) and provide additional staff to cover this workload.	X		
7.	Recognize the time commitment required to implement new programs and as new programs are implemented, address the new safety issues created by the implementation.		X	
8.	Take steps to help staff cope with the stress of a changing work environment.		X	

#### IV. TRAINING

RECOMMENDATIONS		NO	YES	✓
<b>General</b>				
1.	Allocate a full-time position as a safety coordinator for the Department. The coordinator would develop safety training; coordinate safety practices within the Department; identify staff safety needs and develop training to address these needs; maintain training records; coordinate safety practices; assist in the development/review of Department policies and procedures that affect employee safety; work with the Department-wide safety committee to set standards for safety training and equipment purchases within the Department; order, issue and maintain most of the safety equipment in the Department such as peppermace, asp batons, soft body armor and firearms. This position could be a rotational job assignment for an initial three-year rotation and two-year subsequent rotations. The coordinator would report to the Director or the deputy director of the Department.			X
2.	Utilize in-house BPSST-certified trainers to provide much of the training recommended in this report. If in-house trainers are assigned to provide a substantial amount of training, provide them with workload relief.			X
3.	Train staff to proficiency in safety procedures, equipment use and safety practices. Training should include simulations of real-life situations as much as possible.		X	
4.	Implement physical and psychological standards for particular job functions including probation/parole officers.	X		

<b>All Employees - Mandatory Training Areas</b>			
5.	Emergency procedures		X
6.	Conflict resolution skills		X
7.	Bloodborne pathogens (where appropriate)		X
8.	First aid		X
9.	Hazardous materials (where appropriate)		X
10.	Driver safety	X	
11.	Peppermace response training		X
<b>Program Staff - Additional Mandatory Training Areas</b>			
12.	Response to site specific/program specific emergencies		X
13.	Methamphetamine lab recognition		X
14.	Safety issues in urinalysis sample collection	X	
<b>Support Staff - Additional Mandatory Training Areas</b>			
15.	Proper equipment moving techniques for management information systems staff		X
<b>Probation/parole Officers - Additional Mandatory Training Areas</b>			
16.	Provide 26 hours of safety training annually in the following areas:  Use of force continuum (16 hours)  Confrontational simulation (4 hours)  Search and seizure (4 hours)  Methamphetamine lab recognition (2 hours)  Firearms training		X
17.	Provide additional hours up to a total of 40 hours of training each year.		X
<b>Supervisors and Managers - Additional Mandatory Training Areas</b>			
18.	Any training required for staff they supervise		X
19.	Advanced conflict resolution	X	

20.	Accident investigation	X		
<b>Temporary and New Employees - Additional Mandatory Training Areas</b>				
21.	All basic skills required for the job			X
22.	Registration of all temporary probation/parole officers with BPSST	X		
23.	Assignment of training mentors and field training officers		X	
<b>Optional Training Areas</b>				
24.	Street survival skills	X		
25.	Allergies/chemical sensitivities	X		
26.	Health promotion activities		X	
27.	Employee fitness		X	
28.	Stress management		X	
29.	Self-defense		X	

**V. WORK SITES**

RECOMMENDATIONS		NO	YES	✓
<b>Facilities</b>				
1.	Develop a model of an ideal Department of Community Corrections district office that incorporates programmatic and safety requirements which can be used by Facilities and Property Management to evaluate potential office locations, including safety glass, secure evidence lockers or rooms, and secure staff parking.	X		
2.	When new programs are being developed and/or relocated, evaluate and develop strategies to address and minimize the safety risks that exist in each new program or location.		X	
3.	Provide regular communication to Facilities and Property Management about problems in leased facilities.			X
4.	Identify Facilities and Property Management staff who can serve as resource people for Department staff in a variety of areas, including air quality, renovation, office security and maintenance.			X

5.	Develop expertise within the Department in the areas of site safety, safety requirements and negotiations with facilities owners. These staff may serve as resource people for other staff to utilize as consultants when addressing facilities issues.		X	
6.	Follow Multnomah County procedures for renovation of facilities, ensuring that safety considerations are included in renovation and plans.			X
7.	Require all building lease agreements to specify required maintenance including heating, ventilation and air conditioning maintenance.			X
<b>Staffing Levels for Safety</b>				
8.	Require staff, volunteers and visitors to wear identification tags within the office.			X
9.	During office hours, maintain minimum of two BPSST-certified staff on site at all probation/parole offices. Review minimum coverage needs at program sites. Set up procedure for staff sign-in/sign-out and for staff to check with the person in charge before leaving the office on days when staffing is low.		X	
10.	Minimize the number of times when Forest Project staff are alone during the evening shift at the site by evaluating the functions of the evening staff and ensuring that staff leave only for critical functions.	X		
<b>Response to Emergencies</b>				
11.	When new programs are developed and/or relocated, develop new safety and emergency procedures to address specific risks that exist in each new program or location.		X	
12.	Acquire "station numbers" from the Bureau of Emergency Communication for district offices. Develop procedures for "Officer of the Day" in each office to possess a radio at all times.		X	
13.	Develop emergency procedures at each site for potential medical emergencies, release of peppermace, bomb threats, fire and other safety hazards. Train and drill staff annually in evacuation procedures for each emergency that could occur.			X

14.	For all Department sites, include in the emergency response plan appropriate procedures for non-evacuation emergencies (e.g., earthquakes). Working with Facilities and Property Management, Emergency Management and Risk Management, take steps over time (recommend 2-3 years) to assure preparedness measures for earthquakes, including purchase of necessary supplies.		X	
15.	Continue Department participation in Multnomah County emergency preparedness planning.			X
16.	Ensure that all Department residential facilities' emergency response and first aid plans are appropriate for their specific facility. Provide emergency procedures orientation for all residents as soon as they arrive and every other week thereafter.			X
17.	Maintain currently posted evacuation routes in all offices. In buildings used for public meetings, post emergency procedures in each room. For staff conducting meetings for non-staff, describe emergency procedures at the start of each meeting.			X
18.	Evaluate all existing and future buildings to minimize risk of attack by offenders within the building, including improvement of building safety during renovation.		X	
19.	Install an intrusion alarm system in each office where staff work on-site after hours and/or on weekends.	X		
20.	Install emergency notification systems (panic button) in reception areas of all work sites. As fiscally practical, install emergency notification systems.	X		
21.	Work with Facilities and Property Management and building management companies to develop screening of criminal histories of non-County employee janitorial staff.			X
22.	Ensure mug shots are filed in all probation/parole files for easy identification of offenders.			X
23.	Develop procedures for supervisors/managers to use in responding to complaints of poor air quality from employees, including guidelines to use when evacuating buildings.		X	
<b>Parking Lot Safety</b>				
24.	Review with each manager the parking lot lighting, fencing and gates at each site. Install parking lot lighting, fencing and gates as recommended and economically feasible.	X		
25.	Ensure that all new sites allow for parking lot lighting, fencing and gates as needed.		X	

<b>Office Lockup Procedures</b>				
26.	At each site, review current lockup procedures to insure maximum safety for all staff, including staff who may return after hours.		X	
<b>After Hours/Weekend Procedures</b>				
27.	Develop procedures for staff who work on-site after hours and/or on weekends. Include visual inspection of the premises prior to entering, radio and/or phone call check-ins with police, and alerting outside persons that the staff member has entered the building after hours.	X		
28.	Request site safety committees to develop with staff at each site practices to promote safety of staff working late and after dark. Practices might include moving cars closer to buildings and under lighting after hours, escorting each other from the office, and working in adjacent work space when few staff are in a large office.		X	
<b>Public Possessions In the Work Site</b>				
29.	Provide signage for each facility listing items that cannot be brought into the site.		X	
30.	Establish procedures at each site for appropriate supervision and management of possessions (e.g., backpacks, suitcases) brought into the site. Request site safety committees to review practices at each site and develop procedures appropriate for the functions of each site.		X	
<b>Hazardous Materials at Sites</b>				
31.	Develop policy that identifies hazardous materials that cannot be brought into the office including materials from methamphetamine labs.		X	
32.	In consultation with Facilities and Property Management, develop procedures for dealing with the effects of hazardous substances (e.g., glue, cement, paints) during building renovations.		X	
<b>Hazard Communication/Right to Know Laws</b>				
33.	Identify sites where chemicals covered under the "worker right to know" law are used and provide training and procedures to comply with the law.		X	

**VI. SITE SAFETY COMMITTEES**

RECOMMENDATIONS	NO	YES	✓
1. Write policies and procedures that emphasize a requirement for all staff to take responsibility for a safe work place. Encourage employees to take personal precautions needed to promote their own safety.		X	
2. Select safety committee members so that committees are composed of equal number of management and employee representatives and if not an equal number, more employee members than management members. Committee members should elect a chair.			X
3. Hold site safety committee meetings once a month. Post minutes and retain for three years.			X
4. Charge committee with conducting quarterly worksite inspections and investigation of all safety related incidents. Require committee members to participate in training in hazard identification and accident investigation provided by Risk Management.			X

**VII. SAFETY EQUIPMENT**

RECOMMENDATIONS	NO	YES	✓
<b>All Staff</b>			
1. Gloves (as appropriate, given job duties)			X
2. Chairs			X
3. First aid kits			X
4. Universal precautions equipment		X	
5. Appropriate vehicles for job requirements			X
6. Safety equipment in vehicles		X	
7. Peppermace			X
<b>Program Staff</b>			
8. Peppermace, radios, cellular phones and soft body armor		X	
9. Tool storage	X		

<b>Support Staff</b>				
10.	Equipment for transporting and installing computer hardware (carts, etc.)			X
<b>Probation/Parole Officers</b>				
11.	Peppermace, soft body armor, radios, firearms, handcuffs, asp batons, cellular phones, and identification jackets		X	
<b>Supervisors and Managers</b>				
12.	Safety equipment as needed to accomplish their supervisory functions		X	

### VIII. ARREST, SEARCH AND TRANSPORT

RECOMMENDATIONS		NO	YES	✓
<b>Arrest</b>				
1.	Review, revise and if necessary re-implement procedures for notifying support staff and other staff of arrests in the office.		X	
2.	Review and revise procedures for probation/parole officers providing backup to each other during an arrest situation.		X	
3.	Emphasize safety planning in pre-arrest planning (including universal precautions) for all arrest and search situations.		X	
4.	Train officers to recognize the potential for office supplies and equipment to be used as weapons during an arrest. Issue periodic reminders at staff meetings as needed.		X	
5.	Seek an agreement with Multnomah County Animal Control Division to identify known dangerous animals at residences prior to field visits.	X		
6.	Emphasize appropriate attire for officers involved in arrests, search and transport for the potential need to physically subdue an offender and/or leave quickly.		X	
<b>Search</b>				
7.	Define search requirements for each program element and develop appropriate procedures for program staff to conduct searches of offenders and their property.		X	

8.	Write search policies/procedures to address searches of persons, vehicles, residences and other property. Emphasize need to observe universal precautions and to carry appropriate blood exposure equipment.		X	
9.	Develop procedures for staff to maintain safety throughout the process of seizure, retention, control and disposal of evidence.		X	
10.	Continue current working relationships and promote stronger linkages with police and sheriff's canine units to be utilized as needed in searches (develop interagency agreements, if necessary).		X	
11.	In the development of the policies and procedures, address concerns regarding cross-gender searches.		X	
12.	Develop booking forms and evidence tags with Department of Community Corrections logos and identification.	X		
13.	Currently, the Department owns one hand held metal detector to be used in searches. Review and consider the use of hand held metal detectors and, if appropriate, consider one for all appropriate sites.		X	
14.	Provide on-site, secure evidence lockers at all appropriate sites.		X	
15.	Develop procedures for reporting methamphetamine labs and the seizure of property from methamphetamine labs.		X	
<b>Transport</b>				
16	Develop policies and procedures for transporting offenders to include seating arrangements for staff and offenders, as well as procedures for responding to fights and other emergencies when multiple offenders are in one vehicle.		X	
17.	All Multnomah County employees are required to wear seat belts. Use seat belts for offenders whenever possible.			X
18.	Transport offenders only in county vehicles, never in personal cars.			X
19.	Ensure that cars are maintained adequately and are appropriately sized for transporting two officers and two offenders.			X
20	Replace two-door cars with four-door cars.			X
21.	Equip with a barrier those vans used to transport multiple offenders.		X	

**IX. ARMING**

RECOMMENDATIONS		NO	YES	✓
1.	Require mandatory arming for new probation/parole officers hired after Board of County Commissioners' approval of a new arming policy within the Department.	X		
2.	Begin mandatory arming for officers who perform certain functions that meet the criteria for highest risk to officer safety – functions to be designated by the Director of the Department with input from the Department-wide safety committee.	X		
3.	Allow optional arming for all current probation/parole officers.	X		
4.	Allow optional arming for supervisors and program administrators who supervise probation/parole officers.	X		
5.	Require arming for supervisors in units with mandatory arming.		X	
6.	Establish standards and testing procedures for both a physical and psychological exam designed to ascertain an officer's ability to safely carry, retain and use a firearm.		X	
7.	Develop and implement firearms familiarization training from a BPSST-approved curriculum for all probation/parole officers.		X	
8.	Require all armed officers to pass a BPSST-certified course designed to assure proficiency in using weapons. Course would include probation/parole experiential situations where decision making about the use of weapons can be practiced. Training for all officers would emphasize use of firearms to prevent serious physical harm and loss of life.		X	
9.	Require all armed officers to qualify at a Department-approved firing range three times a year.		X	
10.	Follow industry standards in the selection and purchase of firearms. Industry standard appears to call for staff to purchase their own firearms within the range of Department-approved firearms.		X	
11.	Require Department weapons masters to inspect and certify as acceptable all firearms at least three times a year.		X	
12.	Allow officers to carry weapons only in the field. A two-hour rule would allow officers to wear a weapon for two hours in the office between field contacts.		X	

13.	Provide gun lockers in offices for officers to secure their firearms while in the office. Provide centralized gun lockers but allow employees to purchase individual gun lockers for use in their own offices.		X	
14.	Require armed officers to carry their firearms in every field situation. Once armed, an officer wishing to discontinue carrying a firearm must notify the supervisor in writing.		X	

**X. INCIDENT REPORTS**

RECOMMENDATIONS		NO	YES	✓
1.	Develop procedures for reviewing and tracking incident reports. Include automation of incident reporting for incidents not related to arrests.			X
2.	Charge the Department-wide safety committee with reviewing incident reports and making recommendations for safety practice changes based upon incident reports and investigation of unusual incidents.	X		
3.	Develop Department booking form for incident reporting of routine arrests, including a section to serve as the incident report for an arrest. This form, which would be filled out by every officer when conducting an arrest, would then be turned in to the supervisor.	X		
4.	Charge site safety committees with reviewing all incident reports involving an injury. In addition to site safety committee review, the supervisor and district manager should review incident reports monthly to identify any potential safety concerns.		X	
5.	Reaffirm that staff are required to file incident reports for all situations requiring more force than verbal commands, or involving contact with methamphetamine labs, arrests, office emergencies, any emergency involving an offender and auto accidents.		X	

**XI. CRITICAL INCIDENT RESPONSE**

RECOMMENDATIONS	NO	YES	✓
1. Develop procedures for responding to critical incidents. Critical incidents include threats, physical assault, unholstering a firearm, shooting a firearm and sexual assault. Procedures should be flexible, taking into consideration that incidents traumatize people differently. Procedures could include training, immediate debriefing, peer support and referral to counseling.		X	
2. Provide training that defines and describes critical incidents, typical reactions and the Department's response procedures.		X	
3. Provide debriefing 1-4 days following an incident. Debriefing is not an investigation, but an opportunity to allow affected staff to vent, to help prevent any long-term traumatic effects of victimization.		X	
4. Select staff to serve as a peer support team. Although not counselors, they would be available to reach out and talk with staff who have experienced critical incidents and when needed, refer them to professional help.		X	
5. Provide information about professional counseling, which is currently available through the Employee Assistance Program and each staff member's health insurance.		X	
6. Provide information about the Officer Alive Program, which is available to members of the Department to provide supportive counseling immediately following a critical incident.		X	

**XII. ERGONOMICS**

RECOMMENDATIONS	NO	YES	✓
1. Provide ergonomic consultation for the Department in the proper techniques for utilizing computer equipment.		X	
2. Develop a "lending library" of ergonomic equipment (including phones, computer-related equipment and foot rests) for staff to try out before purchasing.	X		
3. Provide ergonomic consultation in the placement of chairs, desks, computer equipment and work stations.		X	

4.	Provide ergonomics training to Department MIS staff in order for these staff to serve as consultants for staff when they set up work/computer stations.		X	
5.	Provide guidelines on lifting/moving equipment for small moves within the office.		X	
6.	Require contracted movers for all large moves within offices and between offices; request Facilities and Property Management to provide readily available movers.			X
7.	Provide training to other Department staff in order to develop ergonomic troubleshooters within the Department.		X	
8.	Provide information and charts on stretching techniques to prevent problems associated with improper body mechanics; provide portable fitness equipment to support related fitness efforts.	X		

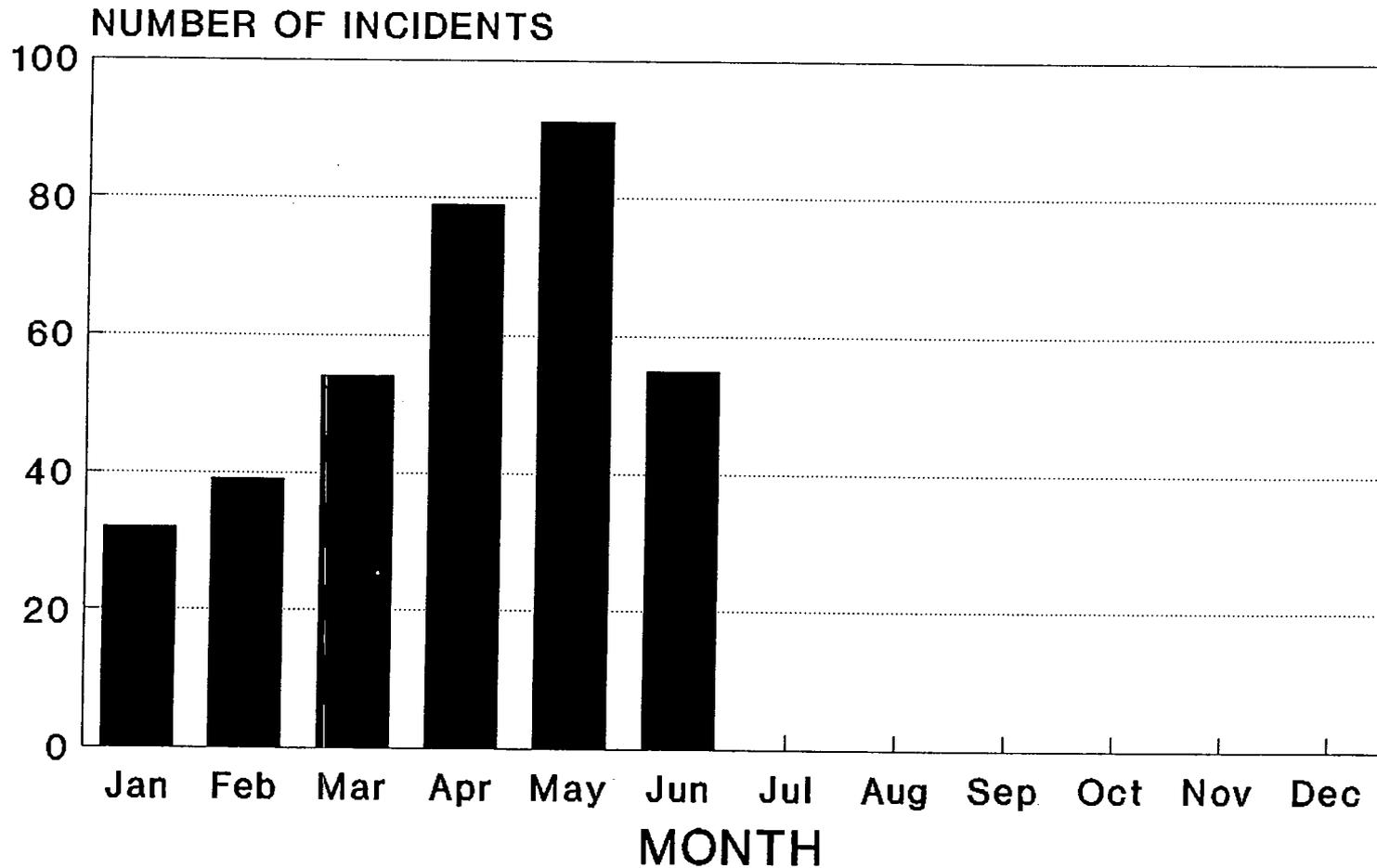
MONTHLY INCIDENT STATUS REPORT AS OF JULY 1, 1995

Department of Community Corrections  
 Safety Program  
 Calendar Year 1995

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Avg
<b>DEPARTMENT TOTALS</b>														
<b>BY INCIDENT TYPE</b>														
Total Incidents	32	39	54	79	91	55							350	58.33
Arrest	27	37	39	65	71	49							288	48.00
Force	2	2	1	1	4	1							11	1.83
Threat	2	2	4	5	4	3							20	3.33
Injury	0	0	0	2	3	1							6	2.00
Firearm	0	0	1	1	0	2							4	1.33
Other Weapon	0	0	1	1	1	4							7	1.75
Ctrl Substance	1	3	0	3	3	4							14	2.80
HazMat	1	0	3	1	2	0							7	1.75
Bodily Fluid	0	1	1	3	2	0							7	1.75
Escape	0	2	6	1	0	0							9	3.00
Attempt Escape	2	0	1	0	0	1							4	1.33
Property Damage	1	0	0	0	0	1							2	1.00
Animal Bite	0	0	0	0	0	0							0	0.00
Other Hazard	20	22	33	40	53	23							191	31.83
Search Conducted	3	1	4	5	5	5							23	3.83
<b>BY INCIDENT LOCATION</b>														
Community	4	6	0	7	15	13							45	9.00
Court	0	0	1	0	0	1							2	1.00
Home Visit	7	7	9	16	14	5							58	9.67
Jail	1	0	0	0	0	1							2	1.00
Office	20	26	44	56	62	35							243	40.50

# INCIDENT STATUS REPORT

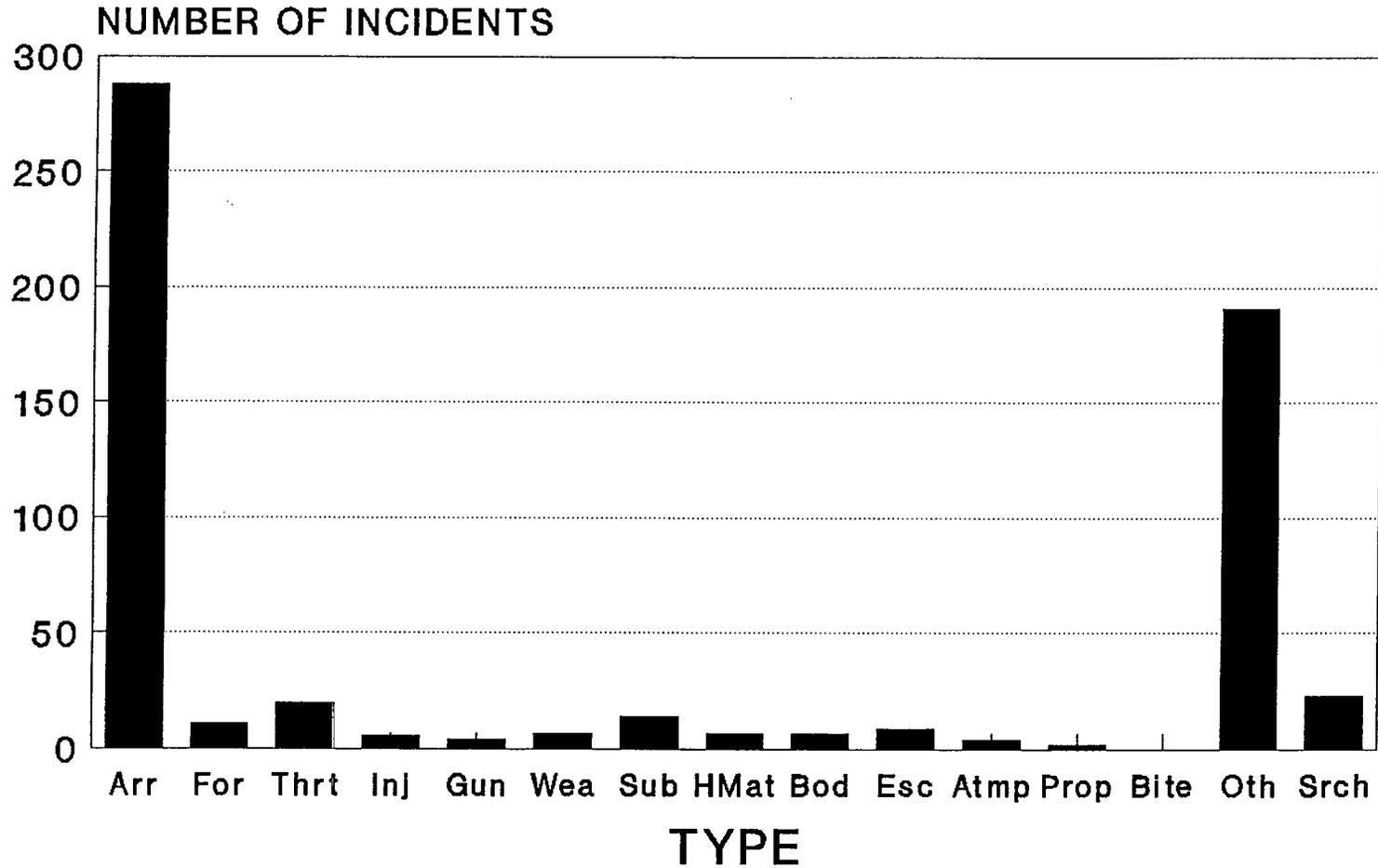
## CALENDAR YEAR 1995



July 1, 1995 (Year-to-Date)

# INCIDENT STATUS REPORT

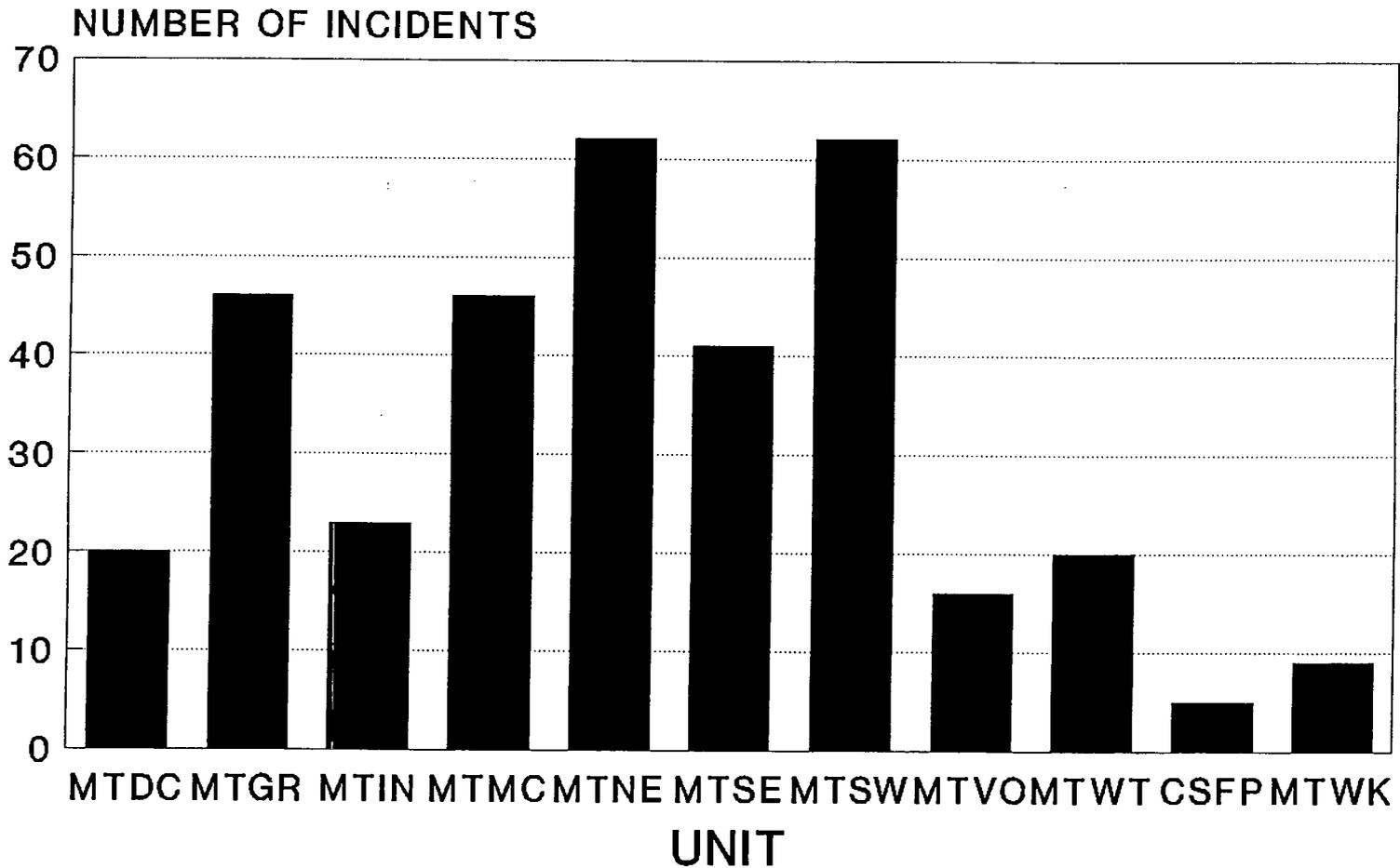
## CALENDAR YEAR 1995



July 1, 1995 (Year-to-Date)

# INCIDENT STATUS REPORT

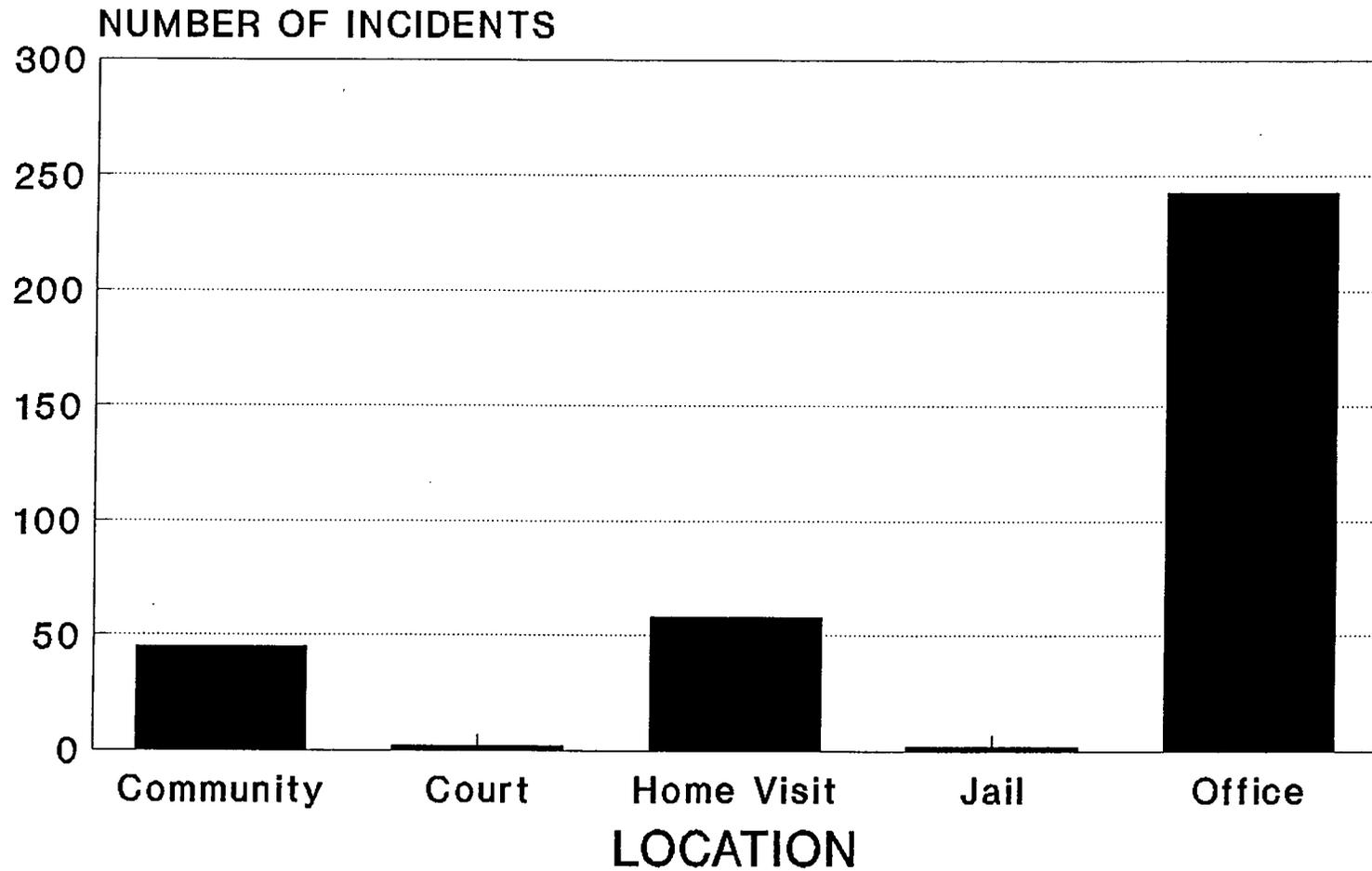
## CALENDAR YEAR 1995



July 1, 1995 (Year-to-Date)

# INCIDENT STATUS REPORT

## CALENDAR YEAR 1995



July 1, 1995 (Year-to-Date)