



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R.4 DATE 1-9-14
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 1/9/14
Agenda Item #: R.4
Est. Start Time: 9:55 am
Date Submitted: 12/31/13

BUDGET MODIFICATION # NOND-10 Increasing the Non-Departmental Fiscal
Agenda Year 2014 Federal/State Appropriation by \$62,000 in State of Oregon Criminal
Title: Justice Commission House Bill 3194 funding

Requested Meeting Date: January 9, 2014 Time Needed: 10 minutes
Department: Non-Departmental Division: LPSCC
Contact(s): Abbey Stamp
Phone: 503-988-5777 Ext. 85777 I/O Address: 503/600
Presenter Name(s) & Title(s): Abbey Stamp, LPSCC Executive Director

General Information

1. What action are you requesting from the Board?

The Local Public Safety Coordinating Council (LPSCC) requests approval of budget modification NOND-10. This budget modification adds \$62,000 in Oregon Criminal Justice Commission (CJC) House Bill 3194 funding to hire a full-time Limited Duration Assignment Project Manager for the remainder of FY2014.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

In 2013, the State of Oregon legislature passed house bill 3194. The bill created the Justice Reinvestment Grant Program. Through this program, Multnomah County public safety agencies and partners received \$3.165M. The funding offsets the impact to our local public safety system (including County, State, City and community partners) anticipated by the measures in HB 3194, such as shortened prison sentences and more offenders supervised locally, which aim to prevent the building of another state prison.

This request does not impact a program offer. Justice reinvestment grant dollars from the state Criminal Justice Commission are sent to the county for allocation by the Board of County Commissioners, based on the Local Public Safety Coordinating Council (LPSCC) Justice Reinvestment Steering Committee recommendations. In order to thoughtfully plan for how to best utilize this funding, the LPSCC Steering Committee charged with making recommendations needs a Project Manager. The Steering Committee is comprised of our public safety leaders who are unable to attend frequent meetings about program development and implementation. The Project Manager will schedule, attend and staff many meetings be able to keep the entire development and implementation processes on task.

3. Explain the fiscal impact (current year and ongoing)

Budget Modification NOND-10 adds \$62,000 in HB3194 dollars to the Non-Departmental Fiscal Year 2014 budget in Program Offer #10009 – Local Public Safety Coordinating Council. While this budget modification is for the remaining 6 months of FY2014, the full year cost of the position are \$124,000. On going funding in FY2015 would be subject to budgetary approval.

4. Explain any legal and/or policy issues involved.

HB 3194 increases the County's responsibility to manage people at the County level who would otherwise be incarcerated at a State correctional facility. Based on our performance and possible higher state revenue forecast, justice reinvestment funds may continue to grow. A project manager is key to enhance and expedite our program development and implementation.

5. Explain any citizen and/or other government participation that has or will take place.

The LPSCC Steering Committee is a multi-disciplinary team comprised of the District Attorney, Judiciary, Department of Community Justice, defense bar, Law Enforcement, Multnomah County Sheriff and community members. Other stakeholders, including community treatment agencies and Commission staff also participate in the Steering Committee meetings.

Budget Modification

If the request is a **Budget Modification**, please answer **all** of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

This budget modification adds \$62,000 in Direct State CJC HB3194 funding to the Non-Departmental Fiscal Year 2014 budget. These funds will be used to hire a limited duration Program Manager in the LPSCC Office.
- **What budgets are increased/decreased?**

Non-Departmental Program Offer #10009 – Local Public Safety Coordinating Council will be increased by \$62,000.
- **What do the changes accomplish?**

These funds will enable the hiring of a limited duration Program Manager. In order to

thoughtfully plan for how to best utilize this funding, the LPSCC Steering Committee charged with making recommendations needs a Project Manager. The Steering Committee is comprised of our public safety leaders who are unable to attend frequent meetings about program development and implementation. The Project Manager will schedule, attend and staff many meetings be able to keep the entire development and implementation processes on task.

- **Do any personnel actions result from this budget modification? Explain.**

This Budget Modification seeks to add a Limited Duration Assignment Project Manager, housed in LPSCC.

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

Yes, 100% of the central and department indirect costs are covered.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This budget modification provides sufficient funding for the FY2014 budget year. The LPSCC Steering Committee will be making recommendations to the Board regarding the continued need for staffing in order to support on-going LPSCC activity based on the state funding made available in subsequent budget periods..

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

This budget modification covers the period January 1, 2014 to June 30, 2014.

NOTE: Attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

Required Signatures

**Elected Official
or Dept Director:** Abbey Stamp /s/ **Date:** 12/31/13

Budget Analyst: Allen Vogt /s/ **Date:** 12/31/13

NOND-10

EXPENDITURES & REVENUES

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2014

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Description
					Internal Order	Cost Center	WBS Element					
1	10-80	32620	10009	0020			LPSCC.HB3194.PRJTMAN	50180		(62,000)	(62,000)	IG-OP-Direct State
2	10-80	32620	10009	0020			LPSCC.HB3194.PRJTMAN	60100		37,013	37,013	Temp
3	10-80	32620	10009	0020			LPSCC.HB3194.PRJTMAN	60135		12,270	12,270	Non-Base Fringe
4	10-80	32620	10009	0020			LPSCC.HB3194.PRJTMAN	60145		9,667	9,667	Non-Base Insurance
5	10-80	32620	10009	0020			LPSCC.HB3194.PRJTMAN	60240		1,739	1,739	Supplies
6	10-80	32620	10009	0020			LPSCC.HB3194.PRJTMAN	60350		1,311	1,311	Indirect
7										0		
8	19	1000		0020		9500001000		50310		(1,311)	(1,311)	Svc Reimb
9	19	1000		0020		9500001000		60470		1,311	1,311	Contingency
10										0		
11	72-80	3500		0020				50316		(9,667)	(9,667)	Risk Fund Svc Reimb
12	72-80	3500		0020				60330		9,667	9,667	Claims Paid
13										0		
14										0		
15										0		
16										0		
17										0		
18										0		
19										0		
20										0		
21										0		
22										0		
23										0		
24										0		
25										0		
26										0		
27										0		
28										0		
29										0		
										0		Total - Page 1
										0		GRAND TOTAL

ANNUALIZED PERSONNEL CHANGE

Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
32620	9063		LPSCC.HB	Project Manager (Limited Duration)		1.00	74,027	24,540	19,334	117,901
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						1.00	74,027	24,540	19,334	117,901

CURRENT YEAR PERSONNEL DOLLAR CHANGE

Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
32620	9063		LPSCC.HB	Project Manager (Limited Duration)		0.50	37,013	12,270	9,667	58,950
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.50	37,013	12,270	9,667	58,950

FM Side			PS/CO Side			Cost Element/Commitment		Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Item		
General Fund Contingency				9500001000		60470	Reduce available General Fund Contingency	
19	1000	0020		xxx	xxx	xxxxx	Increase Expenditure	
xx-xx	xxxxx	0020						
Indirect								
Central								
xx-xx	xxxxx				xxx	60350	indirect Expenditure	
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund	
19	1000	0020		9500001000		60470	CGF Contingency expenditure	
Departmental								
xxx	xxxxx			xxx	xxx	60355	Indirect Department Expenditure	
xx-xx	1000			xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund	
xx-xx	1000			xxx	xxx	xxx	Off setting Dept expenditure in General Fund	
Mobile Communications Management								
xx-xx	xxxxx				xxx	60370	Departmental mobile communications management expenditure	
78-70	3503			709528		50310	Budgets receipt of reimbursement	
78-70	3503			709528		60200	Budgets offsetting expenditures	
Telecommunications								
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure	
78-70	3503	0020		709525		50310	Budgets receipt of reimbursement	
78-70	3503	0020		709525		60200	Budgets offsetting expenditures	
Data Processing								
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures	
78-70	3503	0020		709599		50310	Budgets receipt of Data Processing reimbursement	
78-70	3503	0020		709599		60240	Budgets offsetting expenditures	
Electronic Service Reimbursement								
xx-xx	xxxxx					60420	Departmental Electronics expenditure	
78-60	3505	0020		902211		50310	Receipt of Electronics service reimbursement	
78-60	3505	0020		902211		60240	Budgets offsetting expenditure	
Motor Pool: Use this cost center if you are adding funds for motor pool use.								
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure	
78-30	3501	0020		904150		50310	Budgets receipt of Motor Pool service reimbursement	
78-30	3501	0020		904150		60240	Budgets offsetting expenditure	
Fleet: Use this cost center if you are adding funds for dedicated program cars.								
xx-xx	xxxxx				xxx	60410	Departmental Fleet expenditure	
78-60	3501	0020		904100		50310	Budgets receipt of Fleet service reimbursement	
78-60	3501	0020		904100		60240	Budgets offsetting expenditure	
Building Management								
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure	
78-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement	
78-50	3505	0020		902575		60170	Budgets offsetting expenditure	
Insurance Service Reimbursement								
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure	
72-80	3500	0020		705210		50316	Insurance Revenue	
72-80	3500	0020		705210		60330	Offsetting expenditure	
Lease Payments to Capital Lease Retirement Fund								
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure	
							Contact your Budget Analyst to complete this.	
Mail & Distribution								
xx-xx	xxxxx				xxx	60460	Mail & Distribution expenditure	
78-20	3504	0020		904400		50310	Budgets receipt of service reimbursement	
78-20	3504	0020		904400		60230	Budgets offsetting expenditure	
Records								
xx-xx	xxxxx				xxx	60460	Records expenditure	
78-20	3504	0020		904500		50310	Budgets receipt of service reimbursement	
78-20	3504	0020		904500		60240	Budgets offsetting expenditure	

How are functional areas assigned to cost objects?

For the most part, functional area is related to what department has recorded the revenue or expenditure (i.e. the District Attorney is reported in Public Safety and Justice). There are some exceptions to this rule that require certain funds to be assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund		
Special Revenue Funds		
1501 - Road Fund	Road & Bridges	0080
1502 - Emergency Communications Fund	Community Services	0060
1503 - Bike Path Fund	Community Services	0060
1504 - Recreation Fund	Community Services	0060
1506 - County School Fund	Community Services	0060
1508 - Animal Control Fund	Community Services	0060
1509 - Willamette River Bridges Fund	Roads & Bridges	0080
1510 - Library Fund	Library	0070
1512 - Land Corner Preservation Fund	Roads & Bridges	0080
1518 - Oregon Historical Society Special Levy	Community Services	0060
1519 - Video Lottery	Community Services	0060
1520 - Library District Fund	Library	0070
Capital Project Funds		
2503 - Asset Replacement Revolving Fund	Community Services	0060
2504 - Building Project Fund	Community Services	0060
2507 - Capital Improvement Fund	Community Services	0060
2508 - Asset Acquisition Fund	Community Services	0060
2509 - Asset Preservation Fund	Community Services	0060
2511 - Sellwood Bridge Replacement	Roads & Bridges	0080
Enterprise Funds		
3000 - Dunthorpe-Riverdale Svc Dist #14 Fund	Dunthorpe-Riverdale Svc Dist #14	0500
3001 - Mid County Svc Dist #1 Fund	Mid County Svc Dist #1	0510
3002 - Behavioral Health Managed Care Fund	Behavioral Health Managed Care	0520

If a cost object is not in one of the funds listed above, then the functional area should be assigned based on the department that the cost object is in.

Functional Area Assignments ~ Based on Department (Fund Center)		
Non-Dept (10, except 10-50)	General Government	0020
Non-Dept CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety & Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety & Justice	0050
Sheriff's Office (60)	Public Safety & Justice	0050
County Management (72)	General Government	0020
County Assets (78)	General Government	0020
Library (80)	Library	0070
Community Services (91)	General Government	0020

If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138.