

# **ANNOTATED MINUTES**

Thursday, April 11, 2002 - 9:15 AM  
Multnomah Building, First Floor Commissioners Conference Room 112  
501 SE Hawthorne Boulevard, Portland

## **EXECUTIVE SESSION**

*Chair Diane Linn convened the meeting at 9:20 a.m., with Vice-Chair Lonnie Roberts and Commissioners Serena Cruz and Maria Rojo de Steffey present, and Commissioner Lisa Naito arriving at 9:25 a.m.*

- 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 Current Litigation or Litigation Likely to be Filed. Only Representatives of the News Media and Designated Staff are allowed to Attend. Representatives of the News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Executive Session. No Final Decision will be made in the Executive Session. Presented by John Thomas, John Riles and Dave Boyer.

### ***EXECUTIVE SESSION HELD.***

*There being no further business, the meeting was adjourned at 9:35 a.m.*

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Thursday, April 11, 2002 - 9:30 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

*Chair Diane Linn convened the meeting at 9:37 a.m., with Vice-Chair Lonnie Roberts and Commissioners Lisa Naito, Serena Cruz and Maria Rojo de Steffey present.*

### **CONSENT CALENDAR**

***AT THE REQUEST OF CHAIR LINN AND UPON  
MOTION OF COMMISSIONER CRUZ, SECONDED***

**BY COMMISSIONER NAITO, CONSENT  
CALENDAR ITEMS C-1 THROUGH C-4 WERE  
UNANIMOUSLY APPROVED.**

**NON-DEPARTMENTAL**

- C-1 Appointment of Shirley Davies to the MULTNOMAH COUNTY  
COMMUNITY HEALTH COUNCIL
- C-2 Appointment of Alan Hipolito to the SUSTAINABLE DEVELOPMENT  
COMMISSION

**PUBLIC CONTRACT REVIEW BOARD**

- C-3 ORDER Authorizing the Exemption to Specify the At-a-Glance/Franklin  
Covey Brand Name for the Purchase of Time Management Products

***ORDER 02-048.***

**DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES**

- C-4 RESOLUTION Authorizing Quitclaim Deed of Property that was Foreclosed  
in Error to the City of Troutdale

***RESOLUTION 02-049.***

**REGULAR AGENDA**

**DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES**

- C-5 Intergovernmental Agreement 4600003006 with Tri-County Metropolitan  
Transportation District of Oregon (Tri-Met) for the Employer Annual Bus  
Pass Program (*PASSport*)

***COMMISSIONER NAITO MOVED AND  
COMMISSIONER CRUZ SECONDED, APPROVAL  
OF C-5. GAIL PARNELL, CAREN COX AND TOM  
GUINEY EXPLANATION AND RESPONSE TO  
BOARD QUESTIONS AND DISCUSSION ON  
ISSUES INCLUDING PROGRAM COSTS; NEED  
FOR TRI-MET TO REVISE ITS PRICING  
ASSESSMENT FORMULA AND PARKING  
POLICIES. COMMISSIONER ROBERTS ADVISED***

**HE WOULD NOT SUPPORT THIS AGREEMENT UNTIL HE RECEIVES BUS PASS PROGRAM DATA. AGREEMENT APPROVED, WITH COMMISSIONERS NAITO, CRUZ, ROJO AND LINN VOTING AYE, AND COMMISSIONER ROBERTS VOTING NO.**

### **PUBLIC COMMENT**

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

**NO ONE WISHED TO COMMENT.**

### **DISTRICT ATTORNEY'S OFFICE**

- R-1 Approval of the Child Abuse Multidisciplinary Intervention (C.A.M.I.) Plan, Providing Funding for the Development and On-going Support of Assessment and Advocacy Centers, and for the Development and Maintenance of Multidisciplinary Investigative Child Abuse Teams, for the Period July 1, 2002 through June 30, 2003

**COMMISSIONER NAITO MOVED AND COMMISSIONER CRUZ SECONDED, APPROVAL OF R-1. MICHAEL SCRUNK EXPLANATION AND RESPONSE TO BOARD COMMENTS IN APPRECIATION. PLAN UNANIMOUSLY APPROVED.**

### **NON-DEPARTMENTAL**

- R-2 PROCLAMATION Proclaiming April 2002 as Organ and Tissue Donor Awareness Month in Multnomah County, Oregon

**COMMISSIONER CRUZ MOVED AND COMMISSIONER NAITO SECONDED, APPROVAL OF R-2. COMMISSIONER CRUZ AND MARY JANE HUNT EXPLANATION. MARY JANE READ PROCLAMATION AND RESPONDED TO QUESTIONS AND COMMENTS IN SUPPORT. PROCLAMATION 02-050 UNANIMOUSLY APPROVED.**

- R-3 RESOLUTION Consenting to Appointment of John Ball as Acting Director of the Department of County Human Services and Appointing John Ball as County Financial Assistance Administrator for the State of Oregon Department of Human Services, 2001-2003 County Financial Assistance Intergovernmental Revenue Agreement 0210007

**COMMISSIONER NAITO MOVED AND COMMISSIONER ROJO SECONDED, APPROVAL OF R-3. CHAIR LINN AND COUNTY ATTORNEY THOMAS SPONSLER EXPLANATION AND RESPONSE TO QUESTION OF COMMISSIONER CRUZ. RESOLUTION 02-051 UNANIMOUSLY ADOPTED.**

- R-4 First Reading of a Special Ordinance Establishing Procedures to Consider a Petition to Create an Underground Assessment District Along a Portion of SW Riverwood Road in the Dunthorpe Neighborhood, and Declaring an Emergency

**ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER ROJO MOVED AND COMMISSIONER NAITO SECONDED, APPROVAL OF FIRST READING. MATT RYAN EXPLANATION. COMMISSIONER ROJO MOVED AND COMMISSIONER NAITO SECONDED, AMENDMENT TO THE FIRST SENTENCE OF SECTION 3 D. ON PAGE 5, TO BE REVISED TO READ AS FOLLOWS: "THE BOARD REQUIRES AS A PREREQUISITE TO THE PREPARATION OF THE REPORT, THE PETITIONERS PAY A \$5,000 DEPOSIT TO THE COUNTY TO COVER THE COSTS OF PREPARING AND ISSUING THE REPORT." AMENDMENT UNANIMOUSLY APPROVED. COMMISSIONER ROJO MOVED AND COMMISSIONER NAITO SECONDED, AMENDMENT TO SECTION 3 A. ON PAGE 4, TO BE REVISED TO READ AS FOLLOWS: "THE DEPARTMENT WILL HAVE 180 DAYS FROM THE DATE THE COUNTY RECEIVES THE DEPOSIT REQUIRED UNDER SECTION 3.D. TO PREPARE A WRITTEN REPORT ON THE PROPOSED IMPROVEMENT TO THE BOARD IN THE MANNER SET FORTH BELOW." MR. RYAN**

**RESPONSE TO A QUESTION OF COMMISSIONER ROBERTS. AMENDMENT UNANIMOUSLY APPROVED. MR. RYAN AND DAVE BOYER RESPONSE TO BOARD QUESTIONS ON ISSUES INCLUDING BOARD OPTIONS ON IMPLEMENTING THE ORDINANCE; PERCENTAGE OF NEIGHBORS REQUIRED TO SIGN PETITION; COUNTY PROCESS; ALTERNATE OPTIONS FOR NEIGHBORS OFFERED BY PORTLAND GENERAL ELECTRIC; AND FINANCING OPTIONS. NEIGHBOR MERTIE MULLER TESTIMONY IN OPPOSITION TO PROJECT CREATING AN UNDERGROUND ASSESSMENT DISTRICT ON THE GROUNDS IT DOES NOT INCREASE SERVICE, BUT SIMPLY IMPROVES THE ASTEHETIC QUALITY AND VIEW OF THREE OF THE ELEVEN AFFECTED PROPERTY OWNERS. MS. MULLER RESPONSE TO QUESTIONS OF COMMISSIONERS ROBERTS AND NAITO. MATTHEW LOWE, ATTORNEY REPRESENTING PETITIONER BOB PACKWOOD, TESTIMONY ADVISING HE SUPPORTS THE ORDINANCE ITSELF, BUT WOULD PREFER THAT THE \$5,000 DEPOSIT BE WRAPPED UP IN THE ASSESSMENT OF THE DISTRICT FOR REIMBURSEMENT BY THE DISTRICT AFTER IT IS FORMED. CHAIR LINN ADVISED SHE DOES NOT AGREE WITH THAT METHOD. IN RESPONSE TO A QUESTION OF CHAIR LINN, MATT RYAN ADVISED THE COUNTY HAS THE AUTHORITY TO ESTABLISH THE PROCEDURE AS IT DEEMS BEST. PETITIONER JUDI PALMER TESTIMONY ADVISING SHE HAS SAFETY CONCERNS IN ADDITION TO ASTHETIC ISSUES, ADVISING A PGE WIRE HANGS OVER HER PATIO; THEY HAVE POWER OUTTAGES DURING INCLEMENT WEATHER; AND THE WIRE TO HER HOME CANNOT BE PLACED UNDERGROUND BECAUSE OF THE INSTABILITY OF A ROCK WALL FOUNDATION. CHAIR LINN SUGGESTED THAT MS. PALMER CONTINUE DISCUSSING HER CONCERNS WITH PGE. NEIGHBOR JERRY MOSS TESTIMONY IN OPPOSITION TO PROJECT**

**CREATING AN UNDERGROUND ASSESSMENT DISTRICT. CLERK ADVISED BOARD WAS PROVIDED COPIES OF FAXED TESTIMONY IN OPPOSITION TO PROJECT CREATING AN UNDERGROUND ASSESSMENT DISTRICT BY FORMER PETITIONER DEDRE MARRIOTT AND THE ATTORNEY REPRESENTING NEIGHBORS DR. AND MRS. OMAR NOLES. COMMISSIONER NAITO ADVISED SHE WILL SUPPORT THIS ORDINANCE ESTABLISHING LEGAL PROCEDURES AND PROCESS, BUT THAT SHE WOULD BE DISINCLINED TO SUPPORT CREATION OF A DISTRICT IF NOT ALL THE AFFECTED NEIGHBORS AGREE. AT THE REQUEST OF CHAIR LINN, BOARD CONSENSUS THEY FEEL THE SAME. FIRST READING UNANIMOUSLY APPROVED, AS AMENDED. SECOND READING THURSDAY, APRIL 25, 2002.**

*There being no further business, the regular meeting was adjourned and the briefing was convened at 11:00 a.m.*

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Thursday, April 11, 2002 - 10:45 AM  
**(OR IMMEDIATELY FOLLOWING REGULAR MEETING)**  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **WORK SESSION**

WS-1 Board Work Session on the Multnomah County 2002-2003 Budget Including: 1) Urban Renewal Update; 2) Board Work Session Topics Before and After Proposed Budget; 3) Budget Format. Presented by John Rakowitz, Tony Mounts and Dave Boyer.

**JOHN RAKOWITZ, DAVE BOYER, JOHN THOMAS AND TONY MOUNTS PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION ON ISSUES INCLUDING URBAN RENEWAL; SUPREME COURT CASE; MOTION FOR RECONSIDERATION FILED BY THE DEPARTMENT OF ASSESSMENT AND**

**TAXATION; CHANGES TO PROPOSED BUDGET  
WORK SESSION CALENDAR; PROCESS FOR  
APRIL 18 BROWN BAG MEETING WITH CARING  
COMMUNITY GROUPS; NEED FOR COMMUNITY  
OUTREACH FOR PUBLIC INVOLVEMENT;  
SERVICE GROUPS FOR POLICY AND BUDGET  
FRAMEWORK DISCUSSIONS; PROPOSED  
UNIFORM FORMAT FOR BUDGET WORK  
SESSION MATERIALS. DAVE BOYER TO DRAFT  
COUNTY COMMENT LETTER TO DEPARTMENT  
OF REVENUE FOR BOARD SIGNATURE. CHAIR  
LINN DIRECTED THAT COMMUNITY OUTREACH  
BE INITIATED IN DECEMBER FOR NEXT YEAR'S  
BUDGET.**

*There being no further business, the meeting was adjourned at 11:30 a.m.*

BOARD CLERK FOR MULTNOMAH COUNTY, OREGON

*Deborah L. Bogstad*



**Multnomah County Oregon**

## **Board of Commissioners & Agenda**

*connecting citizens with information and services*

### **BOARD OF COMMISSIONERS**

**Diane Linn, Chair**

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-3308 FAX (503) 988-3093

Email: [mult.chair@co.multnomah.or.us](mailto:mult.chair@co.multnomah.or.us)

**Maria Rojo de Steffey,**  
**Commission Dist. 1**

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5220 FAX (503) 988-5440

Email: [district1.@co.multnomah.or.us](mailto:district1.@co.multnomah.or.us)

**Serena Cruz, Commission Dist. 2**

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5219 FAX (503) 988-5440

Email: [serena@co.multnomah.or.us](mailto:serena@co.multnomah.or.us)

**Lisa Naito, Commission Dist. 3**

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5217 FAX (503) 988-5262

Email: [lisa.h.naito@co.multnomah.or.us](mailto:lisa.h.naito@co.multnomah.or.us)

**Lonnie Roberts, Commission Dist. 4**

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5213 FAX (503) 988-5262

Email: [lonnie.j.roberts@co.multnomah.or.us](mailto:lonnie.j.roberts@co.multnomah.or.us)

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**APRIL 11, 2002**

### **BOARD MEETINGS**

#### **FASTLOOK AGENDA ITEMS OF INTEREST**

Pg 1	9:15 a.m. Executive Session - Litigation
Pg 3	9:30 a.m. Opportunity for Public Comment on Non-Agenda Matters
Pg 3	9:30 a.m. FY 02-03 C.A.M.I. Plan Approval
Pg 3	9:35 a.m. Proclaiming Organ and Tissue Donor Awareness Month
Pg 3	9:55 a.m. Ordinance Establishing Procedures to Consider Petition to Create Underground Assessment District Along SW Riverwood Rd
Pg 4	10:45 a.m. Work Session on Urban Renewal Update; Budget Session Topics, and Format
Pg 4	Evening Public Budget Hearing Schedule

Thursday meetings of the Multnomah County Board of Commissioners are cable-cast live and taped and may be seen by Cable subscribers in Multnomah County at the following times:

Thursday, 9:30 AM, (LIVE) Channel 30

Friday, 11:00 PM, Channel 30

Saturday, 10:00 AM, Channel 30

Sunday, 11:00 AM, Channel 30

Produced through Multnomah Community  
Television

(503) 491-7636, ext. 333 for further info  
or: <http://www.mctv.org>



Thursday, April 11, 2002 - 9:15 AM  
Multnomah Building, First Floor Commissioners Conference Room 112  
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## **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 Current Litigation or Litigation Likely to be Filed. Only Representatives of the News Media and Designated Staff are allowed to Attend. Representatives of the News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Executive Session. No Final Decision will be made in the Executive Session. Presented by John Thomas, Sandra Duffy and Dave Boyer. 15 MINUTES REQUESTED.
- 

Thursday, April 11, 2002 - 9:30 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

### **CONSENT CALENDAR - 9:30 AM** **NON-DEPARTMENTAL**

- C-1 Appointment of Shirley Davies to the MULTNOMAH COUNTY COMMUNITY HEALTH COUNCIL
- C-2 Appointment of Alan Hipolito to the SUSTAINABLE DEVELOPMENT COMMISSION

### **PUBLIC CONTRACT REVIEW BOARD**

- C-3 ORDER Authorizing the Exemption to Specify the At-a-Glance/Franklin Covey Brand Name for the Purchase of Time Management Products

### **DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES**

- C-4 RESOLUTION Authorizing Quitclaim Deed of Property that was Foreclosed in Error to the City of Troutdale

- C-5 Intergovernmental Agreement 4600003006 with Tri-County Metropolitan Transportation District of Oregon (Tri-Met) for the Employer Annual Bus Pass Program (*PASSport*)

**REGULAR AGENDA - 9:30 AM**

**PUBLIC COMMENT - 9:30 AM**

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

**DISTRICT ATTORNEY'S OFFICE - 9:30 AM**

- R-1 Approval of the Child Abuse Multidisciplinary Intervention (C.A.M.I.) Plan, Providing Funding for the Development and On-going Support of Assessment and Advocacy Centers, and for the Development and Maintenance of Multidisciplinary Investigative Child Abuse Teams, for the Period July 1, 2002 through June 30, 2003

**NON-DEPARTMENTAL - 9:35 AM**

- R-2 PROCLAMATION Proclaiming April 2002 as Organ and Tissue Donor Awareness Month in Multnomah County, Oregon
- R-3 RESOLUTION Consenting to Appointment of John Ball as Acting Director of the Department of County Human Services and Appointing John Ball as County Financial Assistance Administrator for the State of Oregon Department of Human Services, 2001-2003 County Financial Assistance Intergovernmental Revenue Agreement 0210007
- R-4 First Reading of a Special Ordinance Establishing Procedures to Consider a Petition to Create an Underground Assessment District Along a Portion of SW Riverwood Road in the Dunthorpe Neighborhood, and Declaring an Emergency

Thursday, April 11, 2002 - 10:45 AM  
**(OR IMMEDIATELY FOLLOWING REGULAR MEETING)**  
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## **WORK SESSION**

WS-1 Board Work Session on the Multnomah County 2002-2003 Budget Including: 1) Urban Renewal Update; 2) Board Work Session Topics Before and After Proposed Budget; 3) Budget Format. Presented by John Rakowitz, Tony Mounts and Dave Boyer. 1 HOUR REQUESTED.

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## **PUBLIC BUDGET HEARINGS**

The Following Dates and Locations are Designated Opportunities for Public Input on the Proposed Multnomah County 2002-2003 Budget. Speaker Cards are Available Thirty Minutes Prior to and During the Hearings for Those Wishing to Testify. Please Complete a Card and Present it to the Clerk if You Wish to Testify. Testimony Generally Limited to Three Minutes per Person. Spanish Language Translation Services will be Available at Each Hearing.

**Tuesday, May 14, 2002 - 6:00 PM**  
**Portland Community College, Cascade Campus Cafeteria**  
705 N Killingsworth, Portland

**Tuesday, May 28, 2002 - 6:00 PM**  
**Multnomah County East Building, Sharron Kelley Conference Room**  
600 NE 8th Street, Gresham

**Tuesday, June 11, 2002 - 6:00 PM**  
**Multnomah Building, First Floor Commissioners Boardroom 100**  
501 SE Hawthorne Boulevard, Portland

MEETING DATE: April 11, 2002  
AGENDA NO: C-1  
ESTIMATED START TIME: 9:30 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Appointment to Multnomah County Community Health Council

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: Consent Agenda

DEPARTMENT: Non-Departmental DIVISION: Chair's Office

CONTACT: Delma Farrell TELEPHONE #: 503/988-3953  
BLDG/ROOM #: 503/600

PERSON(S) MAKING PRESENTATION: N/A

**ACTION REQUESTED:**

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

**SUGGESTED AGENDA TITLE:**

*Appointment of Shirley Davies to the Multnomah County Community Health Council*

**SIGNATURES REQUIRED:**

ELECTED OFFICIAL: *Diane M. Linn*  
(OR)

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

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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

MEETING DATE: April 11, 2002  
AGENDA NO: C-2  
ESTIMATED START TIME: 9:30 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Appointment to Sustainable Development Commission

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: Consent Agenda

DEPARTMENT: Non-Departmental DIVISION: Chair's Office

CONTACT: Delma Farrell TELEPHONE #: 503/988-3953  
BLDG/ROOM #: 503/600

PERSON(S) MAKING PRESENTATION: N/A

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

*Appointment of Alan Hipolito, J.D., to the Sustainable Development Commission*

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Diane M. Linn

(OR)

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

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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

MEETING DATE: April 11, 2002  
AGENDA NO: C-3  
ESTIMATED START TIME: 9:30 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: PCRB EXEMPTION REQUEST TO SPECIFY THE AT-A-GLANCE/FRANKLIN COVEY BRAND NAME FOR THE PURCHASE OF TIME MANAGEMENT PRODUCTS

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: N/A

DEPARTMENT: DBCS DIVISION: Finance/CPCA

CONTACT: Franna Hathaway TELEPHONE #: 988-5111 X22651  
BLDG/ROOM #: 503/4th Floor

PERSON(S) MAKING PRESENTATION: Consent Calendar

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

PCRB EXEMPTION REQUEST TO SPECIFY THE AT-A-GLANCE/FRANKLIN COVEY BRAND NAME FOR THE PURCHASE OF TIME MANAGEMENT PRODUCTS

04.16.02 copies to Catherine Kwong

SIGNATURES REQUIRED:

ELECTED OFFICIAL: \_\_\_\_\_  
(OR)

DEPARTMENT MANAGER: David A. Boyer

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES  
MATERIEL MANAGEMENT SECTION AND CENTRAL STORES  
2505 SE 11<sup>TH</sup> AVE.  
PORTLAND, OREGON 97202  
503-988-5299  
Fax (503) 988-6265


BOARD OF COUNTY COMMISSIONERS  
DIANE LINN • CHAIR OF THE BOARD  
MARIA ROJO de STEFFEY • DISTRICT 1 COMMISSIONER  
SERENA CRUZ • DISTRICT 2 COMMISSIONER  
LISA NAITO • DISTRICT 3 COMMISSIONER  
LONNIE ROBERTS • DISTRICT 4 COMMISSIONER

## MEMORANDUM

OK  
JF

RECEIVED  
PURCHASING SECTION  
2002 MAR 21 PM 4:15  
MULTNOMAH COUNTY

**TO:** Franna Hathaway, Administrator  
Central Purchasing and Contract Administration

**FROM:**  Brian W. Lewis, Materiel Manager  
Materiel Management / Central Stores

**DATE:** March 19, 2002

**RE:** REQUEST FOR BRAND NAME EXEMPTION / AT-A-GLANCE  
FRANKLIN COVEY TIME MANAGEMENT PRODUCTS

**REQUEST:** The Materiel Management section hereby requests a brand name exemption pursuant to PCRB Rules 20.050 for the purpose of establishing a requirements contract. This request replicates ORDER NO. 99-153 previously approved for three years by the Multnomah County Public Contract Review Board on July 22, 1999.

**BACKGROUND:** Over the past several years there have been many mergers and buyouts throughout the office supply industry. As a result, **AT-A-GLANCE / FRANKLIN COVEY** is the most common, or in some cases, the only, calendar brand available through suppliers.

It is unlikely that the specification of **AT-A-GLANCE / FRANKLIN COVEY** will encourage favoritism or substantially diminish competition. Reviewing the product catalogues of the three (3) largest office supply vendors (Office Depot, Corporate Express, and Boise Cascade) you will find that **AT-A-GLANCE / FRANKLIN COVEY** is the only time management manufacturer found. It is anticipated that many smaller office supply vendors can also bid **AT-A-GLANCE / FRANKLIN COVEY**.

Specification of **AT-A-GLANCE / FRANKLIN COVEY** will also result in substantial cost savings to the County through the efficient utilization of a standard product line which would be compatible with existing equipment, i.e. calendar holders, binders.

As with any other competitive solicitation, the County will make reasonable effort to notify all known suppliers of **AT-A-GLANCE / FRANKLIN COVEY** and invite such vendors to submit competitive bids. The procurement file will be documented to support the determination there is adequate competition for **AT-A-GLANCE / FRANKLIN COVEY** products.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD

ORDER NO. \_\_\_\_\_

Authorizing the exemption to specify the AT-A-GLANCE/FRANKLIN COVEY brand name for the purchase of time management products,

**The Multnomah County Board of Commissioners Finds:**

- a. The Board, acting in its capacity as the Multnomah County Public Contract Review Board to review, pursuant to PCRB Rules AR20.050 and 20.060, a request from the Business and Community Services, Materiel Management Section and Central Stores for an exemption to specify the AT-A-GLANCE/FRANKLIN COVEY brand name for the purchase of time management products.
- b. As it appears in the memorandum from Brian Lewis, this request replicates Board Exemption 99-153 which was approved on July 22, 1999.

AT-A-GLANCE/FRANKLIN COVEY is the most common, or in some cases, the only, calendar brand available through suppliers. In the product catalogues of the three largest office supply vendors (Office Depot, Corporate Express and Boise Cascade), AT-A-GLANCE/FRANKLIN COVEY is the only time management manufacturer found. It is anticipated that many smaller office supply vendors can also bid on this brand.

Specification of AT-A-GLANCE/FRANKLIN COVEY will also result in substantial cost savings to the County through the efficient utilization of a standard product line which would be compatible with existing equipment, i.e. calendar holders, binders.

- c. This exemption request is in accord with the requirements of Multnomah County Public Contract Review Board Administrative Rules AR20.050 and 20.060.

**The Multnomah County Board of Commissioners, Acting as the Public Contract Review Board Orders:**

That the AT-A-GLANCE/FRANKLIN COVEY brand name be specified for the purchase of time management products.

ADOPTED this            day of April, 2002.

BOARD OF COUNTY COMMISSIONERS FOR  
MULTNOMAH COUNTY, OREGON, ACTING AS  
THE PUBLIC CONTRACT REVIEW BOARD

\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
John Thomas, Assistant County Attorney



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD

**ORDER NO. 02-048**

Authorizing the exemption to specify the AT-A-GLANCE/FRANKLIN COVEY brand name for the purchase of time management products

**The Multnomah County Board of Commissioners Finds:**

- a. The Board, acting in its capacity as the Multnomah County Public Contract Review Board to review, pursuant to PCRB Rules AR20.050 and 20.060, a request from the Business and Community Services, Materiel Management Section and Central Stores for an exemption to specify the AT-A-GLANCE/FRANKLIN COVEY brand name for the purchase of time management products.
- b. As it appears in the memorandum from Brian Lewis, this request replicates Board Exemption 99-153 which was approved on July 22, 1999.
- c. AT-A-GLANCE/FRANKLIN COVEY is the most common, or in some cases, the only, calendar brand available through suppliers. In the product catalogues of the three largest office supply vendors (Office Depot, Corporate Express and Boise Cascade), AT-A-GLANCE/ FRANKLIN COVEY is the only time management manufacturer found. It is anticipated that many smaller office supply vendors can also bid on this brand.
- d. Specification of AT-A-GLANCE/FRANKLIN COVEY will also result in substantial cost savings to the County through the efficient utilization of a standard product line which would be compatible with existing equipment, i.e., calendar holders, binders.
- e. This exemption request is in accord with the requirements of Multnomah County Public Contract Review Board Administrative Rules AR20.050 and 20.060.

**The Multnomah County Board of Commissioners, Acting as the Public Contract Review Board Orders:**

The AT-A-GLANCE/FRANKLIN COVEY brand name be specified for the purchase of time management products.

ADOPTED this 11th day of April, 2002.



BOARD OF COUNTY COMMISSIONERS FOR  
MULTNOMAH COUNTY, OREGON, ACTING AS  
THE PUBLIC CONTRACT REVIEW BOARD

  
\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
\_\_\_\_\_  
John Thomas, Assistant County Attorney

MEETING DATE: April 11, 2002  
AGENDA NO: C-4  
ESTIMATED START TIME: 9:30 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Authorizing Quitclaim and Release of Certain Tax Foreclosed Property to the City of Troutdale

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: N/A

DEPARTMENT: DBCS DIVISION: Housing/Tax Title

CONTACT: Gary Thomas TELEPHONE #: 503-988-3590 x22591  
BLDG/ROOM #: 503/4/Tax Title

PERSON(s) MAKING PRESENTATION: Consent Calendar

**ACTION REQUESTED:**

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

**SUGGESTED AGENDA TITLE:**

Authorizing Quitclaim and Release of Certain Tax Foreclosed Property to City of Troutdale

**\*\*Please return original documents and copies of all to Becky Grace 503/4 following approval\*\***  
04.16.02 original filed & copies of all to Becky Grace

**SIGNATURES REQUIRED:**

ELECTED OFFICIAL: \_\_\_\_\_  
(OR)

DEPARTMENT MANAGER: M. Cecilia Johnson

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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



501 SE Hawthorne Blvd, Fourth Floor  
Portland, Oregon 97214  
(503) 988-5000 phone  
(503) 988-3048 fax

## **STAFF REPORT**

**TO:** Board of County Commissioners  
**FROM:** Tax Title, Gary Thomas  
**DATE:** Thursday, April 11, 2002  
**RE:** Request approval to deed a foreclosed property to the City of Troutdale

**1. Recommendation/Action Requested:**

Approval to Quitclaim and Release a tax foreclosed property to the City of Troutdale

**2. Background/Analysis:**

This property was deeded to the County on 9/19/2001, through foreclosure for non-payment of property taxes. However, upon further research of the file and after notification by the City of Troutdale it was determined that the property, a strip approximately 1' x 83.8' which serves as a road plug, was foreclosed upon mistakenly. Wording, which is not easily discernable, in the recorded plat states that Tract "C" (the subject property as shown in exhibit a) is hereby conveyed to the City of Troutdale. Instead of being deeded to the City of Troutdale the parcel was set up as a separate tax lot in the name of the former owner; a value associated with it and eventually came into County ownership through foreclosure. The process of a Quitclaim deed of the parcel to the City of Troutdale will correct the error that occurred.

**3. Financial Impact:**

There will be no financial impact as the result of deeding the parcel to the City of Troutdale. The property will remain non-taxable.

**4. Legal Issues:**

No legal issues are expected.

**5. Controversial Issues:**

No controversial issues are expected to be present.

**6. Link to Current County Policies:**

This property conforms to those policies as outlined in Multnomah County Code Chapter 7.

**7. Citizen Participation:**

No Citizen Participation is expected.

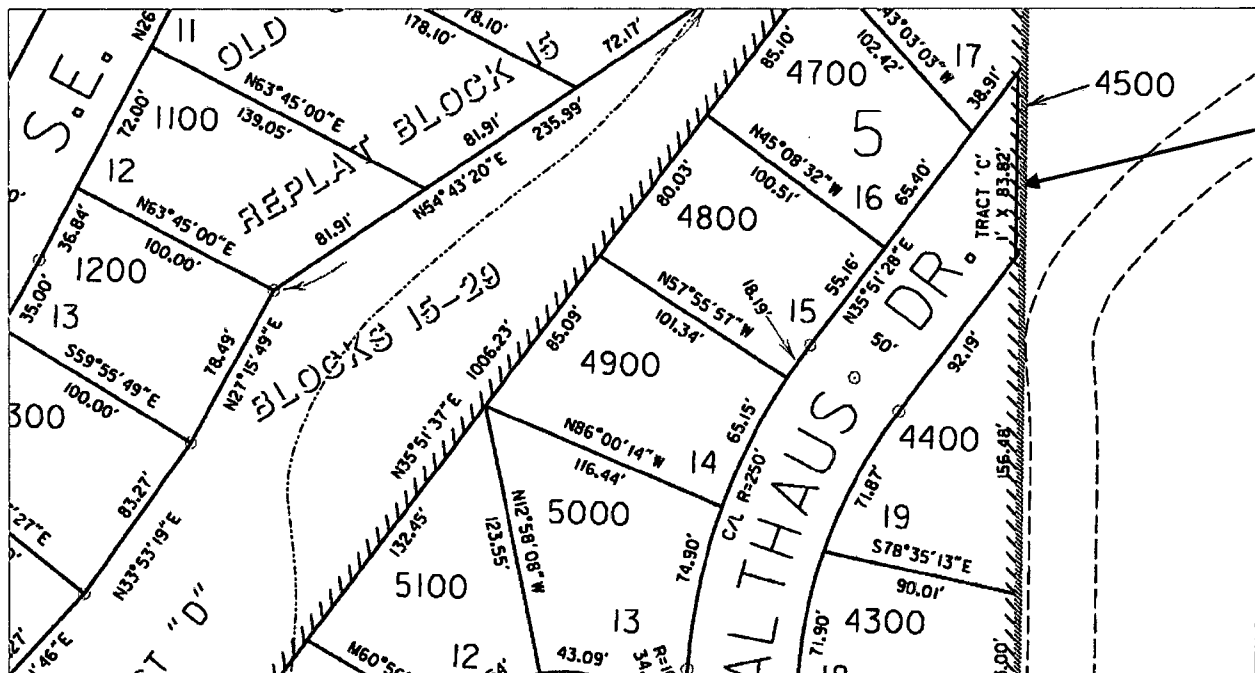
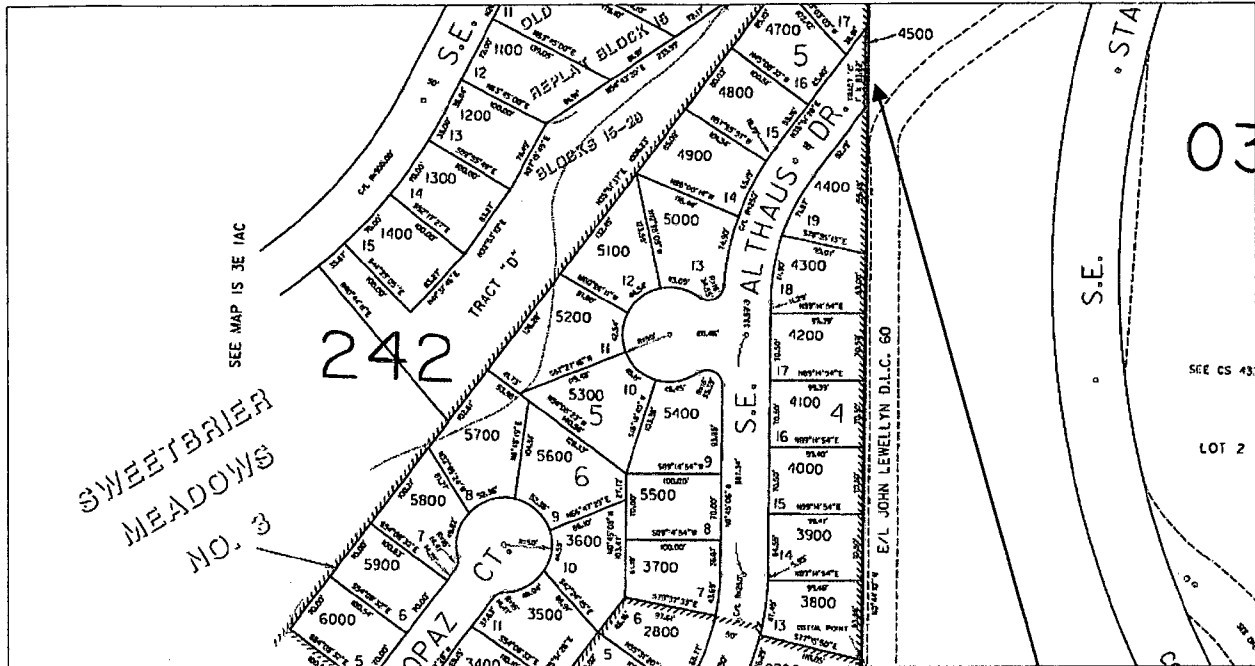
**8. Other Government Participation:**

No other Government Participation is expected.

# EXHIBIT A (STAFF REPORT)

R282102

State ID 1S3E01AD 04500



**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY**

**RESOLUTION NO. \_\_\_\_\_**

Authorizing Quitclaim Deed Of Property That Was Foreclosed In Error To The City Of Troutdale

**The Multnomah County Board of Commissioners Finds:**

- a) Multnomah County acquired the real property described below on September 19, 2001 through the foreclosure of delinquent property tax liens.
- b) In accordance with the process outlined in Multnomah County Code Chapter 7 a list of foreclosed properties available for transfer was mailed to all government agencies.
- c) The City of Troutdale responded with a letter indicating that one of the properties being made available for transfer was previously conveyed to the City of Troutdale on August 12, 1994.
- d) Research by the Assessment and Taxation Division staff, including the Recording Section, Cartography, and Tax Title determined that the subject property, a 1' x 83.8' strip, was conveyed to the City of Troutdale by the Declarant of a Plat entitled "Sweetbrier Meadows No. 3", which was recorded at the Multnomah County Recording office in Book 94, on Page 122642.
- e) The above-referenced Plat was approved by the County Chair on August 12, 1994.
- f) The subject property, which is more particularly described below, was placed on the tax rolls in error and foreclosed in error, and the City of Troutdale has requested the County to convey the property back to the City.

**The Multnomah County Board of Commissioners Resolves:**

- 1. Under ORS 271.330 (1), the property described herein is declared to be surplus; and for the reasons set forth above, the public interest is best served by the conveyance of the property to the City of Troutdale.
- 2. The County waives any reservation of reversionary rights to the property described below as authorized under ORS 271.330 (5).
- 3. The County does not need to advertise this conveyance under ORS 271.330 (5) as the property was never the subject of the valid imposition of a tax or assessment liens, because it was owned by the City of Troutdale

4. The Chair on behalf of Multnomah County, is authorized to execute a deed conveying to the City of Troutdale, that certain real property, located in the City of Troutdale, Multnomah County, Oregon more particularly described as follows:

Lot C, SWEETBRIAR MEADOWS #3

ADOPTED this 11<sup>th</sup> day of April 2002.

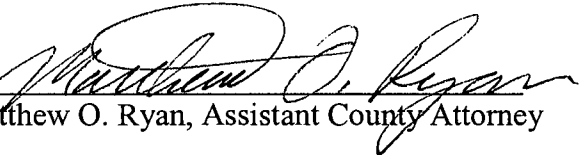
BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

---

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Matthew O. Ryan, Assistant County Attorney

After recording, return to:  
JAMES E GALLOWAY  
PUBLIC WORKS DIRECTOR  
CITY OF TROUTDALE  
104 SE KIBLING AVENUE  
TROUTDALE OR 97208

## Page 3 of 3- Resolution and Quitclaim Deed to City of Troutdale



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY

**RESOLUTION NO. 02-049**

Authorizing Quitclaim Deed of Property that was Foreclosed in Error to the City of Troutdale

**The Multnomah County Board of Commissioners Finds:**

- a) Multnomah County acquired the real property described below on September 19, 2001 through the foreclosure of delinquent property tax liens.
- b) In accordance with the process outlined in Multnomah County Code Chapter 7 a list of foreclosed properties available for transfer was mailed to all government agencies.
- c) The City of Troutdale responded with a letter indicating that one of the properties being made available for transfer was previously conveyed to the City of Troutdale on August 12, 1994.
- d) Research by the Assessment and Taxation Division staff, including the Recording Section, Cartography, and Tax Title determined that the subject property, a 1' x 83.8' strip, was conveyed to the City of Troutdale by the Declarant of a Plat entitled "Sweetbrier Meadows No. 3", which was recorded at the Multnomah County Recording office in Book 94, on Page 122642.
- e) The above-referenced Plat was approved by the County Chair on August 12, 1994.
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**The Multnomah County Board of Commissioners Resolves:**

- 1. Under ORS 271.330 (1), the property described herein is declared to be surplus; and for the reasons set forth above, the public interest is best served by the conveyance of the property to the City of Troutdale.
- 2. The County waives any reservation of reversionary rights to the property described below as authorized under ORS 271.330 (5).
- 3. The County does not need to advertise this conveyance under ORS 271.330 (5) as the property was never the subject of the valid imposition of a tax or assessment liens, because it was owned by the City of Troutdale

4. The Chair on behalf of Multnomah County, is authorized to execute a deed conveying to the City of Troutdale, that certain real property, located in the City of Troutdale, Multnomah County, Oregon more particularly described as follows:

Lot C, SWEETBRIAR MEADOWS #3

ADOPTED this 11th day of April 2002.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Matthew O. Ryan, Assistant County Attorney

**JAMES E GALLOWAY  
PUBLIC WORKS DIRECTOR  
CITY OF TROUTDALE  
104 SE KIBLING AVENUE  
TROUTDALE OR 97208**

**Deed D021838**

**Lot C, SWEETBRIAR MEADOWS #3**

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

Page 3 of 3- Resolution and Quitclaim Deed to City of Troutdale

Until a change is requested, all tax statements shall be sent to the following address:

JAMES E GALLOWAY  
PUBLIC WORKS DIRECTOR  
CITY OF TROUTDALE  
104 SE KIBLING AVENUE  
TROUTDALE OR 97208

After recording, return to:

JAMES E GALLOWAY  
PUBLIC WORKS DIRECTOR  
CITY OF TROUTDALE  
104 SE KIBLING AVENUE  
TROUTDALE OR 97208

**Deed D021838**

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, quitclaim and release to the CITY OF TROUTDALE, a municipal corporation of the State of Oregon, Grantee, that certain real property, located in the City of Troutdale, Multnomah County, Oregon more particularly described as follows:

Lot C, SWEETBRIAR MEADOWS #3

This transfer is without monetary consideration.

**THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930.**

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of Commissioners the 11th day of April 2002, by authority of a Resolution of the Board of County Commissioners heretofore entered of record.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By

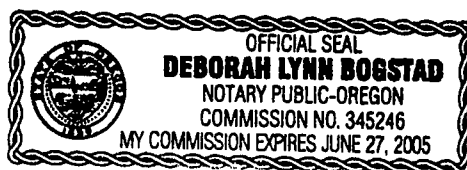
  
Matthew O. Ryan, Assistant County Attorney

STATE OF OREGON )

) ss

COUNTY OF MULTNOMAH )

This Deed was acknowledged before me this 11th day of April 2002, by Diane M. Linn, to me personally known, as Chair of the Multnomah County Board of Commissioners, on behalf of the County by authority of the Multnomah County Board of Commissioners.



Deborah Lynn Bogstad  
Notary Public for Oregon  
My Commission expires: 6/27/05

MEETING DATE: April 11, 2002  
AGENDA NO: C-5  
ESTIMATED START TIME: 9:30 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: IGA Contract with Tri-Met for PassPort Bus Pass Program

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

DEPARTMENT: DBCS DIVISION: Human Resources

CONTACT: Caren Cox TELEPHONE #: (503) 988-5015, x 22568  
BLDG/ROOM #: 503/4/Benefits

PERSON(S) MAKING PRESENTATION: Gail Parnell

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

Approval of Intergovernmental Agreement 4600003006 with Tri-Met for the PassPort Employee Bus Pass Program

04.16.02 Originals to Caren Cox

SIGNATURES REQUIRED:

ELECTED OFFICIAL: \_\_\_\_\_  
(OR)

DEPARTMENT MANAGER: M. Cecilia Johnson

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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



501 SE Hawthorne Blvd, Fourth Floor  
Portland, Oregon 97214  
(503) 988-5015 phone  
(503) 988-6257 fax

## **STAFF REPORT**

**TO:** BOARD OF COUNTY COMMISSIONERS

**FROM:** Gail Parnell, Deputy Director of Human Resource Division  
Cathy O'Brien, HR Operations Manager  
Caren Cox, Program Supervisor

**TODAY'S DATE:** March 29, 2002

**REQUESTED PLACEMENT DATE:** April 11, 2002

**RE:** IGA 4600003006 between Multnomah County and Tri-Met to purchase Employer Photo ID/Annual Bus Pass for Multnomah County employees through Tri-Met's PassPort program.

**I. Recommendation/Action Requested:**

Approve IGA No. 4600003006 between Multnomah County and Tri-Met to purchase photo id bus passes for Multnomah County employees to participate in the PassPort program for the October 1, 2001 – August, 2002 plan year.

**II. Background/Analysis:**

The County has supported a bus pass program since 1998 as incentive to promote the use of public transportation by County employees.

Tri-Met offers the PassPort bus pass program which allows employers to provide an annual bus pass to every employee. The program requires employers to pay specific per employee cost based on results of annual transportation survey and work locations (within the Tri-Met pricing grid). Although the fee is based on payment for each employee, the cost will be less to the county than the previously subsidized annual and monthly bus pass programs.

Each June Multnomah County is required to participate in the annual DEQ transportation survey. The survey results are also sent to Tri-Met. Tri-Met analyzes the results and establishes the PassPort pricing based upon the employer's population centers/locations and employee mass transit usage.

Population centers in the core downtown area are more expensive than population centers outside of that core area.

Under the current Tri-Met pricing formula, if the population of the Multnomah Building represented the largest county work site – we would be able to use this location to establish a lower Tri-Met rate for all employees. Unfortunately, Multnomah County has 1 work site in the downtown core area (Commonwealth Building) that has a population greater than the Multnomah Building by 54 employees.

There are 1957 employees in the core downtown area resulting in a program charge of \$630,931.58. If the County could manage Commonwealth Building's population to maintain a population lower than the Multnomah Building, these same 1957 employees would be billed at the lower rate for an annual cost of \$166,345.00 (using the current Tri-Met pricing grid).

However, Tri-Met will decide in March, 2002 whether they intend to continue with the existing pricing formula or modify the formula. If the formula is modified, work location will have no impact on the PassPort program pricing. We would discourage any pursuit of shifting employees out of Commonwealth Building (for the purpose of lowering the bus pass costs) until Tri-Met has determined their new pricing formula.

Employees who wish to participate are issued a laminated photo ID card, and a Tri-Met validation sticker. The current PassPort bus pass will be valid until August 31, 2002. To continue the program, the County will need to renew a contract with Tri-Met each bus pass year.

### III. Financial Impact:

The total project cost is \$700,231.58. The PassPort program is financed entirely by the County. Shifting to this program will reduce the County's cost by \$80,000.00 annually. In addition, the number of participating employees has increased significantly. This year we have a 100% increase in enrollment under the PassPort program. The combined total of participating employees under previous annual and monthly programs was 1470. Our January population carrying the new Passport ID was 3284. Clearly the program is meeting the County's goal of promoting use of mass transportation. This program is viewed by employees as a valuable component of their benefit package.

### IV. Legal Issues:

There are no legal issues with this agreement.

V. Controversial Issues:

There are no controversial issues with this agreement.

VI. Link to Current County Policies:

Collective Bargaining Agreements.

VII. Citizen Participation:

None.

VIII. Other Government Participation:

None.





# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SUPPORT SERVICES  
HUMAN RESOURCES DIVISION

MULTNOMAH BUILDING  
501 SE HAWTHORNE BLVD.  
4th FLOOR  
P.O. BOX 14700  
PORTLAND, OREGON 97293-0700

PHONE: 503-988-5015  
FAX: 503-988-6257  
TDD: 503-988-5170

March 5, 2002

TO: Franna Hathaway

FROM: Caren Cox  
Multnomah County Employee Benefits Office

**SUBJECT: Retroactive Tri-Met PassPort Contract (Plan Year 10/01 – 8/02)**

We are in the process of finalizing the documentation for IGA between Tri-Met and Multnomah County for the PassPort Bus Pass Program. This program was initiated on October 1, 2001. At that time, when Tri-Met was preparing the original contract, they discovered that the Multnomah County Transportation Survey (upon which Tri-Met was relying) did not include any survey results for the downtown area.

At that time Multnomah County initiated a rush survey of our downtown work locations. The data was provided to Tri-Met for analysis.

In late December, Tri-Met provided the pricing structure for Multnomah County's participation in this program. The pricing of the program, due to downtown survey results, was significantly higher than the original Tri-Met quote of costs and we spent January and part of February attempting to negotiate a lower fee agreement – unsuccessfully.

**BOGSTAD Deborah L**

---

**From:** COX Caren S  
**Sent:** Friday, March 29, 2002 2:27 PM  
**To:** FARRELL Delma D; BOGSTAD Deborah L  
**Cc:** O'BRIEN Cathy L  
**Subject:** RE: Contract Documents for Bus Pass Program

That may be the case. This all happened very quickly back in September. The bus pass program had been bargained for and Local 88's expectations were that as soon as their labor contract was signed the program would be rolled out. Then at the last minute TriMet realized that our Transportation survey did not include any of the core area downtown work sites. Upon discovering this, TriMet originally advised we could not roll out the PassPort program until a supplementary survey of those worksites (a 6-8 week process) was completed.

We pretty much begged TriMet to proceed with rollout of program - so we could implement on 10/1/91 - on our promise to do the additional survey and pay TriMet a binder of \$75,000.00. Agreeing that the appropriate fees would be established by TriMet once full survey results had been collected and evaluated. At that point we did not have the information necessary to generate a complete contract - but TriMet required someone's signature and that is what Cathy provided. So that is why the paperwork is out of sync.

***Caren Cox***

Multnomah County Employee Benefits Office  
(503) 988-5015 extension 22568

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

**From:** FARRELL Delma D  
**Sent:** Friday, March 29, 2002 2:16 PM  
**To:** BOGSTAD Deborah L; COX Caren S  
**Cc:** O'BRIEN Cathy L  
**Subject:** RE: Contract Documents for Bus Pass Program

It appears that Cathy should not have signed the document, esp. since there is no separate signature line for the chair and this is an agreement that must be approved by the Board.

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

**From:** BOGSTAD Deborah L  
**Sent:** Friday, March 29, 2002 1:26 PM  
**To:** COX Caren S  
**Cc:** FARRELL Delma D; SPONSLER Thomas

3/29/2002

**Subject:** RE: Contract Documents for Bus Pass Program

We need the electronic version of the contract - especially since Cathy O'Brien signed it back in September 2001 and this is an item the Chair signs after Board approval. The County Attorney review signature needs to be added as well.

**Deb Bogstad, Board Clerk**

**Multnomah County Chair's Office**

**501 SE Hawthorne Boulevard, Suite 600**

**Portland, Oregon 97214-3587**

**(503) 988-3277**

**<http://www.co.multnomah.or.us/cc>**

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

**From:** COX Caren S

**Sent:** Friday, March 29, 2002 12:53 PM

**To:** BOGSTAD Deborah L

**Subject:** Contract Documents for Bus Pass Program

Thanks for your help Deb - here are the electronic forms. If there is something else needed, pls let me know.

***Caren Cox***

Multnomah County Employee Benefits Office

(503) 988-5015 extension 22568

3/29/2002

**BOGSTAD Deborah L**

---

**From:** CARROLL Mary P

**Sent:** Monday, April 08, 2002 3:06 PM

**To:** BOGSTAD Deborah L

**Subject:** agenda item

Deb:

We are asking that C-5 (Bus Pass program) be removed from consent and added to the regular agenda. Caren Cox and Cathy O'Brien were at board staff today to discuss this and I told them that we were making this request.

Thanks

Mary Carroll

Executive Assistant

Commissioner Serena Cruz

501 SE Hawthorne Blvd. Suite 600

Portland OR 97214

(503)988-5275 phn (503)988-5440 fax

[mary.p.carroll@co.multnomah.or.us](mailto:mary.p.carroll@co.multnomah.or.us)

4/8/2002

# MULTNOMAH COUNTY CONTRACT APPROVAL FORM

ps

Pre-approved Contract Boilerplate (with County Counsel signature) ☐ Attached ☐ Not Attached Contract #: 4600003006  
Amendment #: \_\_\_\_\_

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services not to exceed \$50,000 (and not awarded by RFP or Exemption) <input type="checkbox"/> Revenue not to exceed \$50,000 (and not awarded by RFP or Exemption) <input type="checkbox"/> Intergovernmental Agreement (IGA) not to exceed \$50,000 <input type="checkbox"/> Expenditure <input type="checkbox"/> Revenue <input type="checkbox"/> Architectural & Engineering not to exceed \$10,000 (for tracking purposes only)	<input type="checkbox"/> Professional Services that exceed \$50,000 or awarded by RFP or Exemption (regardless of amount) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue that exceeds \$50,000 or awarded by RFP or Exemption (regardless of amount)	<input checked="" type="checkbox"/> Intergovernmental Agreement (IGA) that exceeds \$50,000 <input checked="" type="checkbox"/> Expenditure <input type="checkbox"/> Revenue  <b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b> <b>AGENDA # C-5 DATE 04.11.02</b> <b>DEB BOGSTAD, BOARD CLERK</b>

Department: Support Services Division: Benefits Date: 10/01/01  
 Originator: Caren Cox Phone: 988-5015 x22568 Bldg/Rm: 503/4  
 Contact: Caren Cox Phone: 988-5015 x22568 Bldg/Rm: 503/4  
 Description of Contract: Employee Bus Pass Program  
 RENEWAL: ☐ PREVIOUS CONTRACT #(S): 4600001637  
 RFP/BID: \_\_\_\_\_ RFP/BID DATE: \_\_\_\_\_  
 EXEMPTION \_\_\_\_\_ EXEMPTION EXPIRATION DATE: \_\_\_\_\_ ORS/AR 10.010A  
 #/DATE: \_\_\_\_\_ #/DATE: \_\_\_\_\_  
 CONTRACTOR IS: ☐ MBE ☐ WBE ☐ ESB ☐ QRF ☐ N/A ☐ NONE (Check all boxes that apply)

Contractor <u>TRI-MET</u>		Remittance address _____	
Address <u>4012 S.E. 17TH AVE</u>		(If different) _____	
<u>PORTLAND, OR 97202</u>			
Phone <u>503-238-7433</u>	Payment Schedule / Terms		
Employer ID# or SS# <u>93-0579353</u>	<input type="checkbox"/> Lump Sum \$ _____	<input type="checkbox"/> Due on Receipt	
Effective Date <u>10/1/2001</u>	<input type="checkbox"/> Monthly \$ _____	<input type="checkbox"/> Net 30	
Termination Date <u>8/31/02</u>	<input checked="" type="checkbox"/> Other \$ <u>700231.58</u>	<input checked="" type="checkbox"/> Other	
Original Contract Amount \$ <u>700231.58</u>	<input type="checkbox"/> Requirements Not to Exceed \$ _____		
Total Amt of Previous Amendments \$ _____	Encumber <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Amount of Amendment \$ _____			
Total Amount of Agreement \$ <u>700231.58</u>			

REQUIRED SIGNATURES:

Department Manager	<u>[Signature]</u>	DATE <u>3/25/02</u>
Purchasing Manager	<u>[Signature]</u>	DATE _____
(Class II Contracts Only)		
County Counsel	<u>[Signature]</u>	DATE <u>3/28/02</u>
County Chair	<u>[Signature]</u>	DATE <u>4.11.02</u>
Sheriff	<u>[Signature]</u>	DATE _____
Contract Administration	<u>[Signature]</u>	DATE <u>3/28/02</u>
(Class I, Class II Contracts only)		

LGFS VENDOR CODE 705200						DEPT REFERENCE 30480/30490					
LINE #	FUND	AGENCY	ORG	SUB ORG	ACTIVITY	OBJ/ REV	SUB OBJ	REP CAT	LGFS DESCRIPTION	AMOUNT	INC DEC
01											
02											
03											

RECEIVED

Exhibit A, Rev. 3/25/98 DIST: Originator, Accts Payable, Contract Admin - Original If additional space is needed, attach separate page. Write contract # on top of page

NO INSURANCE REQUIREMENTS.

MULTNOMAH CO. EMPLOYEE SERVICES

## IGA Contract

## Vendor Address

TRI MET  
ATTN: BRUCE HARDER  
4012 SE 17TH  
PORTLAND OR 97202

## Information

Contract Number 4600003006  
Date 03/20/2002  
Vendor No. 90625  
Contact/Phone BCS Employee Svc /  
Validity Period: 10/01/2001 - 08/31/2002  
Minority Indicator: Not Identified

Estimated Target Value: 700,231.58 USD

Item	Material/Description	Target Qty	UM	Unit Price
0001	YEARLY TRIMET BUS PASS PROGRAM  Plant: F070 Business & Community Service Requirements Tracking Number: 10.010A	700,231.580	Dollars	\$ 1.0000



TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF OREGON

4012 S.E. 17TH AVENUE  
PORTLAND, OREGON 97202

RECEIVED

DEC 14 2001

MULTNOMAH CO.  
EMPLOYEE SERVICES

December 7, 2001

Caren Cox  
Employee Benefits  
Multnomah County Oregon  
501 SE Hawthorne  
P.O. Box 14700  
Portland, OR 97293-0700

Dear Caren,

Employee Commute Options Survey data for Multnomah County worksites in the Central Business District (CBD) have been tabulated, and the individual worksite pricing option for the *PASSport* program is \$763,889.00. Pro-rated for eleven (11) months, the cost to the County through contract expiration of August 31, 2002, is \$700,231.58. Survey data summary sheets for individual sites and the *PASSport* Price Quote Worksheet are enclosed.

The price quote is a result of the high mode split (revealed in the survey data) at most of your locations. The high mode split is great news, because it is proof that many employees are taking advantage of this annual transit benefit. In addition, four of the ten worksites in the CBD and the Multnomah Bldg. have reached the price cap. You will not see a significant price increase, even if the mode split increases, for the contract year 2002 to 2003. Finally, the cost of the *PASSport* program is comparable to the three separate programs in place last year, and is now available for *every* employee, yet requires significantly less time to administer.

In the spirit of partnership, we were happy to accommodate Multnomah County's needs by preparing employee photo identification cards for 2,350 employees, as well as issuing validation stickers outside the standard program requirements. This made it possible for county employees to ride Tri-Met buses and MAX by your target date.

We appreciate your efforts to provide a valuable benefit to your employees, and at the same time, reducing single occupancy vehicles on our streets and highways. If you have any questions, please don't hesitate to call me at 503-962-6478.

Sincerely,

A handwritten signature in cursive script that reads "Earl D. Cook".

Earl D. Cook  
Marketing Representative

CC: Rhonda Danielson  
Drew Blevins



**Tri-Met *PASSport* 2001-2002 Price Quote Worksheet**  
**Multiple Sites - Individual Work Site Pricing Option**

**Multnomah County**  
**12/7/01**

The Tri-Met *PASSport* program provides an opportunity for employers to purchase non-transferable all-zone annual Tri-Met transit passes for all qualified employees. The *PASSport* price is determined by the amount of transit ridership (i.e., transit mode split) at the employer work site(s) and the location of the work site(s). This quote is based on the results of the employer's Employee Commute Options Survey.

***PASSport* Price**

Work Site	Transit Mode Split	<i>PASSport</i> Zone	Total Qualified Employees	2001-02 Price Per Employee	2001-02 Total <i>PASSport</i> Price
Courthouse - 1021 SW 4th Avenue	53.5%	CBD	205	\$361.00	\$74,005.00
Portland Building - 1120 SW 5th Avenue	71.0%	CBD	105	\$377.00	\$39,585.00
Aging & Disability - 1139 SW 11th Avenue	56.7%	CBD	26	\$361.00	\$9,386.00
Detention Center - 1120 SW 3rd Avenue	44.0%	CBD	414	\$298.00	\$123,372.00
Restitution Center - 1115 SW 11th Avenue	53.5%	CBD	45	\$361.00	\$16,245.00
McCoy - 426 SW Stark Street	62.1%	CBD	255	\$377.00	\$96,135.00
Commonwealth Building - 421 SW Sixth	55.0%	CBD	540	\$361.00	\$194,940.00
West Aging Services - 1430 SW Broadway	11.6%	CBD	14	\$110.00	\$1,540.00
Central Library - 801 SW 10th Avenue	67.3%	CBD	216	\$377.00	\$81,432.00
Mead Building - 421 SW 5th Avenue	72.4%	CBD	137	\$377.00	\$51,649.00
<b>ECO Affected Sites:</b>					\$0.00
Multnomah Building - 501 SE Hawthorne	29.8%	I	488	\$85.00	\$41,480.00
Inverness Jail - 11540 NE Inverness Dr	1.2%	H	247	\$10.00	\$2,470.00
Juvenile Community Justice - 1401 NE 68th	4.5%	I	140	\$25.00	\$3,500.00
Yeon Shops - 1600 SE 190th	2.8%	E	129	\$23.00	\$2,967.00
Library Administration - 205 NE Russell	4.5%	I	112	\$25.00	\$2,800.00
Blanchard Building - 301 N Dixon	11.6%	I	106	\$81.00	\$8,586.00
NE Health Center - 5329 NE MLK Jr Blvd	8.6%	I	87	\$53.00	\$4,611.00
Sheriff's Office - 12240 NE Glisan St	2.8%	LRT	86	\$14.00	\$1,204.00
Mid-County Health - 12710 SE Division St	6.0%	H	63	\$35.00	\$2,205.00
SE Health Center - 3653 SE 34th Avenue	6.9%	I	55	\$53.00	\$2,915.00
DSS/ISD - 4747 E Burnside	8.6%	I	54	\$53.00	\$2,862.00
					\$0.00
<b>TOTALS</b>	<b>*</b>		<b>3524</b>	<b>\$216.77</b>	<b>\$763,889.00</b>

**2001-2002 *PASSport* Contract Pricing Information**

<u>\$216.77</u>	X	<u>3,524</u>	=	<u>\$763,889.00</u>
(01-02 <i>PASSport</i> Price per Employee)		(Number of Qualified Employees)		<b>TOTAL <i>PASSPORT</i> PRICE 2001-2002</b>
<u>\$763,889.00</u>	/	<u>12</u>	X	<u>11 mos.</u>
				<u>\$700,231.58</u>
FORMULA = (Total 01-02 Contract Price / 12 mos.) X number of months left in contract year.				
<b>TOTAL <i>PASSPORT</i> PRO-RATED CONTRACT PRICE 2001-2002</b>				

**NOTE:** Please initial that the information above is accurate to the best of your knowledge. In order for *PASSport* contracts to be prepared, this signed price quote worksheet must be returned to your Tri-Met Marketing Representative. You may fax it to (503) 962-6469 or mail it to 4012 SE 17th Ave, Portland, OR 97202.

Date \_\_\_\_\_ Employer Initials \_\_\_\_\_ Marketing Rep Initials \_\_\_\_\_

<b>Marketing Rep to complete:</b>			
Co. ID#:	<u>505</u>	Subsidy Level:	<u>100%</u>
Contract Start Date:	<u>10/1/01</u>	Resell?	<u>No</u>
Contract End Date:	<u>8/31/02</u>	Billing:	<u>Quarterly</u>
Survey Date:	<u>Jun-01 to Aug-01</u>	Photo ID:	<u>PP</u>





TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF OREGON

4012 S.E. 17TH AVENUE  
PORTLAND, OREGON 97202

## TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON

### EMPLOYER CONTRACT FOR

#### EMPLOYER ANNUAL PASS PROGRAM (*PASSport*)

This Contract is entered into October 1, 2001 by and between the Tri-County Metropolitan Transportation District of Oregon ("Tri-Met") and **MULTNOMAH COUNTY** ("Employer") located at 501 SE Hawthorne, 4th Floor, Portland, OR 97214.

1. Term

The contract shall begin on the date entered above and shall be in effect through August 31, 2002, unless terminated by Tri-Met upon 30 days written notice. In the event of termination, and where Employer is in compliance with this Contract, Tri-Met will reimburse Employer for all returned *PASSport* validation stickers based on the number of days remaining in the Contract term and the amount actually paid to date by Employer for the stickers.

2. Scope of Services

Employer shall implement and maintain the *PASSport* program at their work site(s) in accordance with Exhibit A, *PASSport* Administrative Program Requirements, which is attached to, and made a part of this Contract.

3. Project Managers

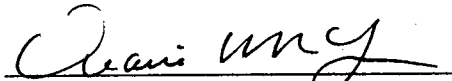
Tri-Met's Marketing Representative is Earl Cook. Employer's Transportation Coordinator or designated contact for the *PASSport* program is Caren Cox. All routine correspondence and communication regarding this agreement shall be between these two individuals.

4. Notwithstanding any other provision of this Agreement, Employer and Tri-Met agree as follows: Prior to October 1, 2001, Employer shall submit an initial payment of \$75,000 (based on Employer's submitted Employee Commute Options survey information) to Tri-Met with two signed copies of this contract. The payment shall be submitted to the address set forth in Exhibit A, Paragraph (J)(4). Upon receipt of the initial payment and signed contracts, Tri-Met will issue Employer 3,582 *PASSport* stickers. Employer agrees that the initial payment constitutes partial payment for the stickers and that Tri-Met will calculate and determine the price per employee and actual total amount due by Employer under this Contract for the stickers, which shall be based on Employer's Employee Commute Options survey, number of qualified employees and Tri-Met fare pricing provisions. Employer shall submit all information required by Tri-Met to make such calculation and determination no later than November 1, 2001. Employer shall make payment in full to Tri-Met for the remaining amount owed by Employer under this Contract by: (1) making payment in full on December 1, 2001; or (2) making payment in full in three equal installment payments on the dates of December 1, March 1 and June 1 as provided in Exhibit A. The parties agree to execute a written modification to this Agreement reflecting the Employer's total amount due under this Contract.


5. Authority

Employer agrees to comply with the requirements set forth in this Contract. The representatives signing on behalf of the parties certify that they are duly authorized by the party for which they sign to make this Contract.

**MULTNOMAH COUNTY**

  
Diane M. Linn, County Chair

By:

  
signature

Date:

9/19/2001

Name:

Cathy L. O'Brien  
please print

Title:

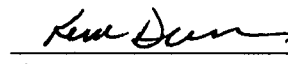
Acting HR Operations Mgr

Address:

501 SE Hawthorne, 4th Fl  
Portland, OR 97214

**TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF  
OREGON**

By:

  
signature

Date:

9/21/01

Name:

KIM DUNCAN

Title:

Executive Director  
Marketing & Customer Service

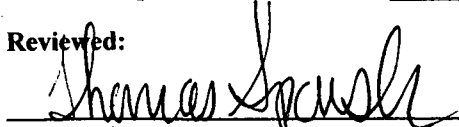
Telephone Number:

503-988-5015 X26477

Federal Employer ID Number:

93-6002309

Reviewed:

  
Thomas Sponsler, County Attorney  
For Multnomah County, Oregon

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-5 DATE 04.11.02  
DEB BOGSTAD, BOARD CLERK

## EXHIBIT A

### ***PASSport* ADMINISTRATIVE PROGRAM REQUIREMENTS**

Employers shall implement and maintain the *PASSport* Program at their worksite(s) in accordance with the *PASSport* Administrative Program Requirements (effective September 1, 2001) established for the fare, including the following:

#### A. Definition Of A Worksite

- 1) A worksite is a building or group of buildings located at one physical location within the Tri-Met service area and under the control of an employer.
- 2) An employer with multiple worksites in the region may have worksites outside of the Tri-Met service area. The employer may purchase passes for the out-of-service area worksite employees based on the pricing methodology defined in section G.2)c.iv) provided that the out-of-service area worksite represents less than 25% of the total number of *PASSport* enrolled employees within the Tri-Met service area.

#### B. Definition Of A Qualified Employee For *PASSport* Program

- 1) Participating employers must purchase a *PASSport* for each qualified employee (100% participation) at each participating worksite regardless of whether the employee uses transit at the time of purchase.
- 2) For the purposes of *PASSport*, a "qualified" employee is defined as any person on, or expected to be on, the employer's payroll, full or part-time, for at least six consecutive months, including business owners, associates, partners, and partners classified as professional corporations. Part-time is defined as 80 or more hours per 28-day period.
- 3) An employee who works at multiple worksites is considered a qualified employee at the worksite of his/her cost center. A cost center is the department through which the employee's salary is paid.
- 4) Contract employees, per-diem employees, and/or temporary employees are considered qualified employees if they are covered under the employer's benefits package and have been included in the survey. Otherwise they are excluded from the count of *PASSport* qualified employees for that employer.
- 5) Exempted from the *PASSport* Program are:
  - Volunteers;
  - Employees working a non-scheduled work week;
  - Field personnel required to use their personal vehicle as a condition of their job;
  - Employees whose regular work commute has either a start or an end time outside of Tri-Met's service hours (service hours are currently 5:00 AM through 1:00 AM)
  - Employees whose permanent residence is located 20 or more miles outside the Tri-Met service district boundary;
  - Independent contractors;
  - Temporary or seasonal employees hired for a limited term of less than six (6) months;
  - Employees exempted by the Department of Environmental Quality (DEQ) for Employee Commute Option (ECO) rule purposes; and
  - Employees who have an annual transit pass from another source (i.e., employee is a Tri-Met dependent or works for two employers and has received a sticker through the other employer).
- 6) Categories of employees and volunteers who are exempted from the *PASSport* Program, as defined in B.5) above, also must be excluded from the Employee Commute Survey.
- 7) If an employer wishes to include categories of exempted employees and/or volunteers in the *PASSport* Program, as defined in B.5) above, the exempted personnel to be included must have photo identification issued by the contracting employer and must be included in the Employee Commute Survey.
  - An employer must purchase a *PASSport* for 100% of the category(s) of exempted personnel.
  - The exempted personnel must be surveyed prior to receiving *PASSport* stickers.
  - If the category(s) of exempted personnel has been surveyed after the original employee survey, the company mode split will be recalculated based on the new, additional survey results, and the employer's price per employee for the remainder of the *PASSport* year will be based on the new transit mode split.

#### C. Definition of Transit Mode Split

- 1) The transit mode split is defined as follows:  
(Total number of transit trips to the worksite by qualified employees) divided by (Total number of trips to the worksite by qualified employees).
- 2) If more than one commute mode is used to travel to a worksite, the commute mode for the longest portion of the trip constitutes the commute mode for the purposes of *PASSport*.

#### D. *PASSport* Survey Requirements

- 1) The *PASSport* pricing structure is dependent on an accurate determination of the employer's transit mode split. To determine the transit mode split, employers must survey their qualified employees (and categories of exempted employees, if included in the *PASSport* Program) using an Employee Commute Survey, or similar survey approved by Tri-Met. (Attachment A, Sample Employee Commute Survey, is available upon request.)
- 2) Surveys must be conducted on the following schedule:
  - a. For the first year of participation:
    - i. A pre-program survey, within twelve months prior to program implementation, of all qualified employees to determine transit mode split; and
    - ii. A follow-up survey within one to eleven months after program implementation to determine the second year contract price and the effectiveness of the program; and
  - b. For all contract renewals after the first year:
    - i. A follow-up survey every other year after the first follow-up survey. Each subsequent follow-up survey must be conducted within twelve months prior to the contract renewal date. The survey schedule may be adjusted as defined by D.2)c. below.
  - c. Participating employers who have received notification from DEQ of having reached Employee Commute Options (ECO) compliance may postpone the *PASSport* survey requirement for up to one year if it would allow the *PASSport* and DEQ survey schedules to coincide. In this case, the data from the *PASSport* or DEQ survey would be used to calculate the employee transit mode split for the next contract year, whichever is more recent.
- 3) The survey instrument must be approved by Tri-Met; and
  - a. The survey must be distributed to all employees and achieve a return rate of a minimum of 75%; or
  - b. Companies with 400 or more employees at a worksite may use a statistically valid sampling methodology with the prior approval of DEQ or Tri-Met's Marketing Information Department and achieve a return rate of a minimum of 75%.
- 4) Surveys must be distributed during the week following a typical workweek for the worksite and not bordering on a holiday.
- 5) If an employer moves a worksite to a different *PASSport* zone during a contract year, the original contract price remains valid until the expiration of the contract. The employer must re-survey its qualified employees to identify the transit mode split at the new worksite. The next contract price will be calculated according to the mode split and the new worksite location.
- 6) An employer whose location moves from a regional program area to a flat rate program area will survey its qualified employees on the timeline established by the flat rate zone.
- 7) An employer may participate at individual worksites, or all worksites. If an employer wishes to participate in *PASSport* at more than one worksite, the survey may be conducted using one of the following methods:
  - a. Individual Worksite Survey Method- The employer must survey qualified employees at each worksite separately to determine the transit mode split at each worksite. Each worksite's price per pass is determined based on its' transit mode split and the *PASSport* zone in which it is located; or
  - b. Partially Aggregated Worksite Survey Method –
    - Worksites with 25% or more of the employer's total qualified employee population must be surveyed separately to determine the employer's transit mode split for each of these locations. The price per pass is based on the transit mode split for each site and the *PASSport* zone in which each worksite is located.
    - Worksites with less than 25% of the employee population must be surveyed together (aggregated) and a single mode split calculated for these locations. The price per pass is based on the aggregated mode split and the *PASSport* zone of the largest worksite of those with less than 25% of the total employee population; or
  - c. Fully Aggregated Worksite Survey Method - All worksites may be surveyed together. The price per pass for each worksite will be based on a single aggregated mode split for all worksites, and the *PASSport* zone of the worksite with the largest employee population.
  - d. Survey results from different *PASSport* years cannot be aggregated.
  - e. If an employer adds a worksite(s), the new site(s) must survey as specified in D.2)a. above. After the first year of participation in *PASSport*, the survey schedule for the new worksite(s) will follow according to the schedule established by the existing contract.
  - f. If an employer wishes to purchase *PASSport* for employees at a worksite outside of the Tri-Met service area, it is not necessary to survey those employees and if they are surveyed, the resulting information cannot be used to determine overall transit mode split. The per pass price for those employees is based on the pricing methodology set forth in section G.2)c.iv).
- 8) An employer new to the Tri-Met service district wishing to participate in *PASSport* immediately upon start-up will not have survey data available; consequently, the overall transit mode split will not be available for pricing purposes. During the first three months of business at the worksite, the employer will complete an Employee Commute Survey. During this interim three-month period, the *PASSport* price will be based on the average mode split price for the worksite *PASSport*

zone. The total first-year contract price per pass will be calculated based on the employer's mode split as determined by the survey and *PASSport* zone, and adjusted based on the payments made for the initial three-month period.

- 9) If an employer, not currently on *PASSport*, moves to a new worksite and wants to immediately participate in *PASSport*, the interim price for the first three months of the contract will be based on the average mode split price for the new *PASSport* zone. During the first three months of business at the worksite, the employer will complete an Employee Commute Survey. The total first-year contract price per pass will be calculated based on the employer's mode split as determined by the survey and *PASSport* zone, and adjusted based on the payments made for the initial three-month period.

#### E. *PASSport* Fare Requirements

- 1) The price of the *PASSport* shall be calculated on an annual basis, from September 1 through August 31. For employers joining the *PASSport* Program mid-year, the price of the *PASSport* shall be pro-rated based on the number of months remaining in the year (September 1 through August 31).
- 2) Tri-Met will issue annual validation stickers for all qualified employees at the contract price. If the employer hires additional qualified employees during the Contract term, the employer shall purchase additional annual validation stickers, at a prorated cost, for these additional new hires.
- 3) Employers have the option of re-selling the *PASSport* fare instrument to their employees; however, the price shall not exceed the employer's purchase price per employee.
- 4) No commission or sales discount will be provided on *PASSport* sales.
- 5) Tri-Met will not provide refunds for terminated employees. Replacement stickers will be provided for replacement employees upon documentation that the original sticker was collected from the terminated employee.

Section F., *PASSport* Zones; Section G., *PASSport* Price; and Section H., Transition Pricing for Employers Participating in the Experimental *PASSport* Program are available upon request.

#### I. *PASSport* Fare Instrument

- 1) The employee's photo identification card with the affixed annual validation sticker shall constitute the *PASSport* fare instrument and must be carried by the employee as proof of fare payment. Employers shall provide the employee with a photo identification card, which shall be affixed with an annual validation sticker provided by Tri-Met. The sticker must be placed on the employee's photo identification card, preferably near the photo.
- 2) Tri-Met may create, at the request of the employer, a standard photo ID card for the use of their employees, for the purposes of *PASSport*. Tri-Met may affix an administrative fee for this service.
- 3) The employer shall verify qualified employee status before providing an employee with an annual validation sticker.
- 4) Employee photo identification cards already provided by the employer, may be used as the fare instrument when affixed with an annual validation sticker. The photo identification card must be approved by Tri-Met as an acceptable fare instrument prior to use with a *PASSport* annual validation sticker. The card must display the following:
  - a. A photo of the employee;
  - b. The employee's name; and
  - c. The company's name.
- 5) The employee's photo identification card with an affixed annual validation sticker is valid through the month and year shown on the validation sticker, and shall allow All-Zone travel for Tri-Met services within the Tri-Met Service District, including regular bus and MAX service, and door-to-door LIFT service.
- 6) Annual validation stickers must be made available to all qualified employees.
- 7) The *PASSport* fare instrument may not be provided to or used by non-employees, and is a valid fare instrument only for the person whose name and photo appear on the identification card.
- 8) Only one validation sticker may be issued to any qualified employee.
- 9) Tri-Met is not responsible for replacing lost or stolen validation stickers. Tri-Met may replace damaged or destroyed validation stickers. Tri-Met reserves the right to require employers to provide upon request, adequate documentation of the damaged or destroyed sticker(s).
- 10) Employers must collect employee photo identification with validation sticker upon an employee's separation from employment. Employers must provide to Tri-Met, on a monthly basis, the number of employees separated from employer's employment during each month. Tri-Met reserves the right to require employers to provide upon request, photocopies of separated employees' photo ID with the annual validation sticker, or other documentation approved by Tri-Met, as documentation of fare instruments collected from separated employees.

- 11) In the event that Tri-Met reasonably believes that any of an employer's employees has duplicated, altered, or otherwise has used the annual validation sticker in an unauthorized manner, Tri-Met may request the employer to immediately confiscate the annual validation sticker from the employee and return it to Tri-Met. In addition, Tri-Met may exercise any of its available legal remedies, including having its Fare Inspectors or other authorized agents confiscate the employee's photo ID card with annual validation sticker, and seek prosecution pursuant to state law. The original photo ID card will be returned as soon as possible to the employer and Tri-Met will keep a photocopy on file.

J. Payment Options and Issuance of Validation Stickers

- 1) All contracts shall be for up to one *PASSport* year (September 1 through August 31).
- 2) The employer shall be required to enter into a written contract in a minimum annual amount of the annual adult all-zone pass, currently \$615. This amount may be pro-rated to less than \$615 for less than one year, as provided for in these program requirements.
- 3) Employers may submit the total payment amount either in full, along with two signed original contracts, or may pay the total payment in equal installments as indicated below, with the first payment due with the two signed original contracts.
- 4) Payment(s) shall be submitted to Tri-Met's Finance Department, Attn: *PASSport* Program, at 4012 SE 17<sup>th</sup>, Portland, Oregon, 97202. No *PASSport* annual validation stickers will be issued until the first payment or a purchase order is received.
- 5) If paying in quarterly installments, payments are due as follows: September 1, December 1, March 1, and June 1, with payment made in full by the contract effective termination date. The employer will be issued an invoice from Tri-Met in accordance with these dates. Payment for additional stickers purchased throughout the contract year must be paid in one lump sum, not calculated into remaining quarterly payments.
- 6) In the event an employer elects to make quarterly installment payments and fails to make a payment as scheduled in the contract, Tri-Met reserves all its legal remedies, including the right to demand return of both issued and unissued *PASSport* validation stickers. Upon Tri-Met's demand, the employer shall return both issued and unissued *PASSport* validation stickers within ten working days.
- 7) Tri-Met will deliver the *PASSport* validation stickers to the employer, normally within ten (10) business days of Tri-Met's receipt of an employer's total payment or first quarterly installment due as described above. Tri-Met is not responsible for late deliveries. All deliveries shall be to the employer's business address identified on the contract, to a designated representative of the employer who must sign for receipt of the validation stickers. Tri-Met reserves the right to limit the number of validation stickers delivered at any one time, or to determine the delivery schedule thereof.

K. Information Required of Employers

- 1) Prior to contract approval, Tri-Met must receive in a letter on the employer's letterhead, the Employer Commute Survey data form, or an equivalent document with the following information:
  - a. the total number of qualified employees;
  - b. the total number of employees in other employee work groups included in *PASSport* at the participating worksite(s); and
  - c. a copy of the employer's Employee Commute Survey results and data. If an employer has not implemented an Employee Commute Survey at the worksite(s), this program requires that an employer administer an Employee Commute Survey prior to the start of *PASSport*.
- 2) A participating employer must conduct follow-up surveys as defined above, with results and data provided to Tri-Met. The survey instruments must be in conformance with the survey requirements as described in these program requirements.
- 3) Tri-Met, at its sole discretion, may require an employer to verify the number of qualified employees and to confirm employee status at any time during the term of the contract.
- 4) The total number of *PASSport* validation stickers distributed at the worksite(s) must be provided to the assigned Tri-Met Marketing representative on a monthly basis.
- 5) Employees must sign a statement verifying that they have received a *PASSport* validation sticker. The employer must keep these signatures and corresponding employee numbers on file and make them available for Tri-Met's review upon request by Tri-Met. The statement must include the requirement that the photo ID card with *PASSport* annual validation sticker is non-transferable and may only be used by the employee to whom it was issued.
- 6) Tri-Met reserves the right to demand return of any or all *PASSport* validation stickers and immediately terminate a contract, if Tri-Met reasonably determines that the information provided by an employer has been falsified and/or *PASSport* validation stickers have been provided intentionally to non-qualified persons. The employer's sole remedy in that event shall be a reimbursement for all unissued *PASSport* validation stickers returned to Tri-Met, prorated, based on the number of days remaining in the contract term.

MEETING DATE: April 11, 2002  
AGENDA NO: R-1  
ESTIMATED START TIME: 9:30 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Approval of Child Abuse Multidisciplinary Intervention Plan

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: 5 minutes

DEPARTMENT: Non-Departmental DIVISION: District Attorney's Office

CONTACT: Michael D. Schrunk TELEPHONE #: 503/988-3143  
BLDG/ROOM #: 101/600

PERSON(S) MAKING PRESENTATION: Michael D. Schrunk

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

*Approval of the Child Abuse Multidisciplinary Intervention (C.A.M.I.) Plan, Providing Funding for the Development and On-going Support of Assessment and Advocacy Centers, and for the Development and Maintenance of Multidisciplinary Investigative Child Abuse Teams, for the Period July 1, 2002 through June 30, 2003*

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Michael D. Schrunk

(OR)  
DEPARTMENT MANAGER: \_\_\_\_\_

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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



## Michael D. Schrunk, District Attorney

1021 SW Fourth Avenue, Room 600  
Portland, OR 97204-1193  
Phone: 503-988-3162 Fax: 503-988-3643  
[www.co.multnomah.or.us/da/](http://www.co.multnomah.or.us/da/)

# Staff Report

**To:** Multnomah County Board of Commissioners  
**From:** Michael D. Schrunk  
**Date:** March 28, 2002  
**Subject:** MDT Plan for 2002-2003 C.A.M.I. Funding

1. Recommendation/Action Requested:

Request for approval of receipt of C.A.M.I funds to support Multnomah County's multidisciplinary child abuse intervention team.

2. Background/Analysis:

Oregon's 1993 Legislature passed HB 5601 which established the Child Abuse Multidisciplinary Intervention {C.A.M.I.) Account. The C.A.M.I. account provides funds to counties for the development and on-going support of assessment and advocacy centers, as described in ORS 418. 190 through 418.472, as well as for the development and maintenance of multidisciplinary investigative child abuse teams {ORS 418.646 through 418.747). The funds are provided through an increase in the unitary assessment fees assessed on persons convicted of a crime, violation, or infraction by justice, municipal, district, circuit, and juvenile courts.

Each MDT must submit a yearly application and plan for C.A.M.I. funds.

3. Financial Impact:

It is projected that Multnomah County will receive \$803,069 for the year 2002-2003. No matching funds are required.



4. Legal Issues:

The MDT consists of several police departments, organizations, and agencies.

5. Controversial Issues:

None.

6. Link to Current County Policies:

Allows Multnomah County to continue implementation of its policy of early and timely child abuse intervention.

7. Citizen Participation:

8. Other Government Participation:

Portland Police Bureau  
Multnomah County Sheriff's Office  
Gresham Police Department  
Fairview Police Department  
Troutdale Police Department  
Oregon State Police  
Office of School and Community Partnerships  
Division of School Health Services  
Multnomah County Health Department  
Department of County Human Services  
Legacy Emanuel Hospital/CARES Northwest  
Portland Public School Police  
Department of Juvenile and Adult Community Justice  
Multnomah County District Attorney's Office

CARES NORTHWEST

# CHILD ABUSE MULTIDISCIPLINARY INTERVENTION PLAN

Project Period: July 1, 2002 - June 30, 2003

County Name Multnomah, Clackamas and Washington Counties

Return the answers to these questions with your Application

## CAMI Intervention Plan

In developing the plan overview please review to the attached *Guidelines for a Coordinated Multidisciplinary Approach to Child Abuse*. Consider the child abuse response process in your county from the perspective of a child and family.

- I. Explain the current needs your team has identified to provide a quality, coordinated multidisciplinary intervention for victims of child abuse. Provide factual information whenever possible. (See *Guidelines For a Coordinated Multidisciplinary Approach to Child Abuse*)

A total of **355,744** children under the age of 18 resided in Multnomah, Clackamas, and Washington counties in the year 2000. This represented a 21% increase over the 1990 population of children residing in the metro tri-county area (US Census Bureau 2000 statistics, attachment A).

There were **10,186** victims of child abuse and neglect in Oregon in 2000. Almost **3,000** of those victims resided in Multnomah, Clackamas, or Washington county. Major problems facing families of abused and neglected children are drug and alcohol abuse, parental involvement with law enforcement, domestic violence, and unemployment (*The Status of Children in Oregon's Child Protection System 2000*, attachment B).

The annual cost of child abuse and neglect in The United States of America is estimated at **\$94 billion** per year (*Prevent Child Abuse America 2001 Report*, attachment C). According to Prevent Child Abuse America, "abused and neglected children are more likely to suffer from depression, alcoholism, drug abuse, and severe obesity. They are also more likely to require special education in school and to become juvenile delinquents and adult criminals". They also point out that regardless of how accurate we estimate the financial cost of child abuse and neglect, "it is impossible to overstate the tragic consequences endured by the children themselves".

Since 1987, CARES NW has been working to promote the health and safety of children living in Multnomah, Clackamas, and Washington counties by striving to provide state-of-the-art medically based child abuse evaluation services in collaboration with our community

partners. The numbers of children served has grown steadily over the years. In 2001, CARES NW saw 1,502 appointments, a 4% increase over the previous year (attachment D). CARES NW, as part of our community's multi-disciplinary response to child abuse and neglect, addresses the multi-faceted needs of children impacted by abuse and neglect. By providing comprehensive assessment services for children at the time of the allegation, developing an individualized treatment plan for each child, and facilitating treatment and follow-up services, we hope to minimize the impact that abuse and neglect has on children, their families, and our communities.

II. How will CAMI funds be used to address these needs? Describe the services or activity to be funded by CAMI.

### Use of CAMI Funding

CAMI funding is utilized to support child abuse medical evaluations at CARESNW. This includes the forensically sound physical exam and videotaped interviews. It is also used to support a number of administrative functions that make the evaluations possible.

Of the 1,502 appointments seen at CARESNW in 2001, 328 children were from Clackamas County (22.3%), 652 from Multnomah County (44.3%), and 345 from Washington County (23.4%). We also saw 35 children from Clark County (2.4%), 55 from Columbia County (3.7%), and 54 from other areas (attachment E).

The Hispanic population seen at CARESNW has doubled since 1998. In 2001, 229 of the children seen, or about 16%, were identified by their parents/legal guardians as Hispanic (attachment F). As the US Census 2000 data show (attachment A), the Hispanic population of children under 18 years of age has increased an average of 183% within the metro tri-county area between 1990 and 2000.

This past year, CARES NW experienced a significant increase in the amount of "write-off" for patient revenue. "Write-off" refers to the charges submitted to the insurance company, minus a set rate contracted between that insurance company and the hospital. In last year's budget, our write-off averaged 33.69%. Currently it is 46.84% for non-Kaiser Permanente insured children. Therefore, for every dollar we bill, we receive approximately 53.16 cents back. The increased write-off led to a net reduction of revenue in this budget as compared to last year. One of the ways we're responding is to set a goal of increasing our fundraising efforts by over \$100,000. We estimate that for each child seen at CARESNW, we need to raise between \$200 and \$300 to cover the actual costs of the service. Even with the planned strengthening of our fundraising

program, our projected deficit for next year increased \$83,673, to \$266,395.

Despite these challenges, and the increase in volume, CARES NW is requesting CAMI funding at the same level as last year. Please see the budget page for details. In summary, we are requesting the following:

- \$352,379 from Multnomah County
- \$301,096 from Washington County (this includes \$33,266 to fund a full-time Spanish speaking interpreter at CARESNW, \$30,000 in additional lease costs historically contributed for the mental health space, and \$40,000 to make up for the loss of Washington County commission funds)
- \$177,671 from Clackamas County

\$831,146 Total CAMI Funding Requested (39% of Revenue, 34% of Expenses)

### **Services or Activity to be Funded**

CARES Northwest, established in 1987, is a vital element of the coordinated multidisciplinary approach to child abuse intervention for the three primary counties we serve. A major long-term goal of the MDT's CAMI funding in each county has been to support CARES NW as a regional effort. The program has utilized CAMI as its largest source of funding support since CAMI's inception in 1993. CARESNW works collaboratively on a daily basis to ensure that the services it provides contribute to the highest quality child abuse intervention in our region.

### **Time of referral—Coordination and cross-reporting**

CARES NW Intake Counselors triaged 2,554 referrals in 2001. From the point of each referral, every effort is made to coordinate our services with our community partners: the Department of Human Services child protective services (DHS), the District Attorneys' offices, and the various law enforcement agencies (LEA) we serve. Whether the initial call comes from a parent, another professional in the community, or a mandatory reporter, our intake counselors ensure an immediate connection with DHS or the LEA. Although we encourage families to report abuse allegations to those agencies themselves, we also make a call to verify that reporting has occurred. This call also allows the CARESNW staff to begin the process of working as a team with agency personnel to design the best and most appropriate intervention. After almost 15 years of service, it is clear to CARESNW that families benefit the most from a multidisciplinary response.

The details of the referral are reviewed with LEA and DHS and a determination is made regarding the type of evaluation indicated and where it should occur. If the child is to be seen at CARES NW, every effort is made to schedule the evaluation at a time that works for the child and his/her caretaker, as well as for agency personnel planning to attend the evaluation. Background information is requested from LEA and DHS to allow our staff to provide the most comprehensive evaluation possible. The intake counselors give detailed explanations to the caretakers/parents about the CARES NW evaluation process, as well as the role of the participating LEA/DHS representatives.

If it is determined that the child's needs may be better served elsewhere, every effort is made to connect the family and the referral source with follow-up assistance. The Multnomah County Family Support Team (FST) housed at CARES NW is invaluable in linking the child and family to other needed community services, as well as providing immediate supportive crisis intervention services. Our goal is for every family to receive assistance with their concern, whether or not the child is evaluated at CARES NW.

#### Investigation and Assessment—Agency coordination

At the time of the assessment, prior to meeting with the child and family, the assigned LEA and DHS representatives meet with the examiner and interviewer to review the background information and plan the most effective approach to the child's evaluation. LEA and DHS personnel can listen to the medical examination through an audio hook-up, and observe the history taking and interview through the one-way window in each interview room. If a videotaped interview of the child is conducted, LEA/DHS personnel are consulted before its conclusion to see if other appropriate questions or concerns need to be addressed. After the exam and interview, the CARES NW clinical team develops a diagnosis and treatment plan. The CARES NW team and community partners meet with the child's parent or caretaker to debrief and develop a follow-up plan. This is the opportunity for the family to ask questions and to often receive the very necessary reassurance and support one would expect at the end of a child abuse assessment process. For some CARES NW evaluations, neither an LEA nor DHS representative is able to be present. Clearly this is not our preference, as we rely heavily on the multi-disciplinary team model to provide the best outcome from the evaluation.

#### Training of CARES NW Staff

All CARES NW clinical staff follow a rigorous schedule of initial training in this very specialized field. No examiner or interviewer is allowed to evaluate a child until their supervisor believes they are prepared to offer high quality service. There is close ongoing supervision of both the examiners and interviewers, with individual, group and peer supervision provided. Interviewers and examiners are offered at least one major specialty

training opportunity each year, with the San Diego Conference on Responding to Child Maltreatment and the Clackamas County Sheriff's Office/CARES NW Summit having the highest attendance. If other state-of-the-art training becomes available locally or nationally, we attempt to have at least one staff member attend and bring the material back to the rest of the clinical team.

### Medical Evaluation – Exam and Interview

All children coming to CARES NW are approached from a medical perspective. It is the program's belief that all children alleged to be victims of abuse benefit from a medical check-up. Therefore, either CARES NW provides a complete medical examination to children or we ensure they have recently been examined by another qualified provider. The decision about where the medical evaluation takes place is often made by our intake counselors and examiners, in cooperation with the DHS/LEA agents involved in the case. While CARES NW is the recognized regional expert in child abuse evaluation, there are other examiners in the community who can also provide quality medical intervention. In cases with a lower level of concern about current abuse, having these examiners provide the examination may be appropriate.

The review of medical, social and the allegation history as well as videotaped interviews of children, are conducted in our specially designed interview rooms. The rooms have been designed not only to be effective for interviewing from an audio/visual standpoint, but also to have a quiet, safe feel for children.

### Accessibility of Services

The evaluations are provided by highly trained staff and the services are very individualized to the needs of each child. From the moment of referral, the child and family's needs are the focus. Intake counselors evaluate the child's age, sex, developmental level and special needs when selecting the best team to see the child. CARES NW has both female and male examiners and interviewers, which can be important when a child expresses discomfort with an evaluation by a male or female clinician. The waiting rooms are child- and family-friendly, with many play activities available. Through a VOCA grant funding, we have significantly increased the number of waiting room toys and activities, as well as increased the number of trained volunteers to assist children and families.

CARES NW strives for diversity in its staff members. We presently have staff who are fluent in Spanish and can conduct the exam and interview in Spanish. CARES NW has been cited

for being one of the first centers in the nation to provide the entire evaluation in Spanish with Spanish speaking examiners and interviewers. CAMI funding from Washington County supported the hiring of a full-time Spanish speaking interpreter, who is available to CARES NW children, families, and community partners. CARES NW also has clinical staff who are nationally recognized specialists in working with developmentally disabled children who may have been victims of abuse. Accommodations are made to address the complexities presented by these situations. The facility is also handicapped accessible.

### Technology Resources

CARES NW currently has all of the equipment necessary to provide state-of-the-art medical examinations and videotaped interviews of children alleged to be victims of abuse. We have four colposcopes equipped with 35 mm cameras and two colposcopes which have video capability as well. The videocolposcopes allow medical residents and examiners in training to observe the exam from a separate room. They also allow us to freeze-frame an image and immediately print out photos for our community partners in specific physical and sexual abuse cases where immediate photo documentation is necessary.

The program has the latest telemedicine capability and utilizes it through our grant as a Regional Training and Consultation Center. We also received a grant this past year from the National Children's Alliance (Midwest region) to participate in a nationwide videoconferencing project. This allowed us the opportunity to learn from and share ideas on child abuse intervention and assessment with experts from other large established centers across the country. It also saved time and money, in that staff could receive feedback and training without having to travel, and with no impact on their availability for patient care (the conferences were held in the early morning before the children arrived for their appointments).

We have continued our efforts to use technology to streamline processes, increase efficiency and enhance customer service. For example, we implemented a new phone system which allows community partners and families more direct access to staff. The new system also saves staff time by not having to manually transfer each call to voice-mail. Another example is the ongoing effort to utilize computers to store and track information. Our Research Department uses specialized database and statistical software to ensure accurate and effective tracking of program data for CAMI and other reporting purposes. Recently Washington County has allowed our Research staff to access parts of their database to obtain outcome data on judicial and investigative events. We hope that such information will help evaluate the impact an evaluation center has on these processes.



## Coordinated Follow-Up Services

As mentioned earlier, CARESNW is fortunate to have the Multnomah County Family Support Program on site. The FST serves the children seen at CARESNW without regard to the county of origin. The FST is available to assist children and families from the time of intake through the evaluation and for several months after the evaluation. The FST offer a variety of services depending upon the specific needs of the family. Some families only need referral information which can be provided by CARESNW intake counselors or the FST. Because other families are in a state of crisis even before the appointment, the FST will offer needed services before the evaluation. FST members are present and a part of the team working with the children and families at the time of the evaluation. If the family has an active DHS worker, that person will often provide intervention services instead of or in cooperation with the FST. After the evaluation, the FST's role is to assist the family with whatever follow-up needs have been identified. This may be ongoing counseling, follow-up medical care or referrals for emergency services, such as housing or food. The FST also offers non-offending parent support groups. There is no charge for any of these services and if a family does not have funding for needed follow-up counseling, the FST will provide these services free of charge. In addition, CARESNW is able to utilize VOCA funding to provide a number of emergency support items.

Great strides have been made in ensuring all Crime Victim's Assistance funds are provided to the families needing it. As a result of a strong staff initiative, a Crime Victim's Assistance application is completed for 95% of all children seen at CARESNW. These applications are forwarded to the Department of Justice in Salem and provide coverage for out-of-pocket expenses for the family, both for medical and needed mental health services. CARESNW works closely with many different resource agencies in the community, including those providing domestic violence services. Kevin Dowling, the CARESNW program manager, is currently serving on the advisory board of the local community safety net program, which helps to maximize CARESNW's connection to safety net and related services.

### III. How will non-CAMI funds be used to address these needs?

Like CAMI funds, the majority of non-CAMI revenue is applied toward child abuse medical evaluations and some administrative functions that make the evaluations possible. Other uses of non-CAMI dollars include:

- CARES NW's primary prevention program, *Kids Preventing Child Abuse (KPCA)*. To date, 987 youth in the Portland/Metro area have participated in KPCA.
- Replacement of computers
- Emergency funds for families
- Replacement of video equipment, and medical equipment
- The purchase of bears and stuffed animals, as well as snacks, for children seen at CARES NW
- Books, periodicals, and other media used for training staff
- Funding of a part-time Volunteer Coordinator
- Funding for research and data collection
- Providing information and training to professionals and others in the community on issues related to child abuse and child abuse assessment

### IV. What are the goals, objectives and desired outcomes for the year, July 1, 2002 - June 30, 2003?

CARES NW utilizes a variety of mechanisms to demonstrate program effectiveness. It is our belief that all of these approaches ultimately benefit the children and families we serve.

Specifically, we measure:

1. Appointment Scheduling Speed: Staff will attempt to schedule an appointment within two weeks of referral. Last year, the average time between referral and appointment was 9.4 days, with appointments held open every day for emergency cases.
2. Report Processing Speed: Urgent reports will be mailed by the designated date 90% of the time. Non-urgent reports will be mailed out within 21 days of the appointment date 90% of the time.
3. Customer Satisfaction:
  - 75% of comment cards (available in our waiting areas) and Family Support Team survey responses will be positive. Staff encourage parents/caretakers and children to fill out the comment cards before leaving the program. In October 2001, our comment cards were

translated into Spanish.

- We will at least average 3 out of 4 on all items of our customer satisfaction survey and at least 90% of customers will be satisfied. On an annual basis, CARESNW sends over 500 questionnaires to our community partners requesting feedback on their satisfaction with the program. Last year, every item surveyed yielded an average response in the “satisfied” range (3 or greater). The percent of satisfied customers exceeded 90% for all 31 items. Most importantly, 99% of our customers felt satisfied that our evaluations served the child’s best interests and 99% reported an overall positive impression of CARES.

**BUDGET PAGE**  
**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION**  
**Project Period: July 1, 2002 - June 30, 2003**

Agency Name: **CARES NW** -- Please see attached **CARES NW Budget** page for more detail.  
 Return this form with your Application. There should be one form for each service component of the MDT Intervention Plan.

Expenditures Line Item	CAMI Funds Only	Other Funding Sources	Total Project Cost
<b>SERVICES &amp; SUPPLIES</b>			
Contractual	*352,379 (Mult Cty)	2,057,581	2,057,581
Training			
Travel			
Equipment			
Other			
<b>Total Services &amp; Supplies</b>	<b>*352,379</b>	<b>2,057,581</b>	<b>2,057,581</b>
<b>TOTAL EXPENDITURES</b>	<b>*352,379</b>	<b>2,057,581</b>	<b>2,409,960</b>

- (1) Provide information on each CAMI funded position separately. (Make additional copies of this page as needed.)  
 (2) Include copies of all contracts and personnel services agreements funded by CAMI under enclosed CAMI.MDT Contacts tab.

\*The amount here is for Multnomah County only. Additional CAMI funding is requested from Washington County (\$301,096) and Clackamas County (\$177,671) -- listed on this page under "Other Funding Sources". If Washington and Clackamas County CAMI funds are subtracted out, the "Other Funding Sources" amount would be \$1,578,814.  
**See attached CARES NW Budget page for more detail.**

**CARES NORTHWEST**  
**TWELVE MONTH BUDGET - ENDED JUNE 30, 2003**  
**1,550 CASES PER YEAR (129 per month)**

		<b>12 MNTHS ENDED</b>	
<b>Acct #</b>		<b>6/30/03</b>	<b>Explanation</b>
<b>REVENUES</b>			
520500	Outpatient Rev-EHHC & OHSU	949,000	Estimated 1,300 cases @ \$730
520500	Outpatient Rev-KAISER	188,750	Estimated 250 cases @ \$755
567004	Funds from Gov-STATE (CAMI)	727,880	CAMI Fds-Clack. Cty-177,671; Mith Cty-352,379; Wash. Cty-197,830
567004	Funds from Gov-STATE (CAMI)	103,266	30,000, Wash. Cty.-Mental Health lease; 40,000 make up loss from Wash. Cty Comm; 33,266 for part-time Spanish Speaking Interpreter
567015	Grants/Funds From-Gov-County	165,598	Cty funds-Clack.-40,000; Mult-125,598
568000	Other Operating Revenue	70,977	NCA -10,000, VOCA - 25,477; CAPTA - 7,500; Copying, court, presentations - 28,000
568001	Funds From Industry-General	56,300	OHSU funds-14,075 per qtr
569930	Instit Support-CARES Program	100,000	Emanuel direct contribution
569940	Instit Support-Foundation*	281,798	Foundation-office suites, fundraising
	<b>TOTAL INCOME</b>	<b>2,643,569</b>	
740025	Adjustments to revenue	444,512	46.84% adj of charges for EHHC and OHSU patient revenues
740025	Adjustments to revenue	55,493	29.40% adj of charges for KAISER patient revenues
	<b>INCOME AFTER PROVISION ADJUST</b>	<b>2,143,565</b>	
<b>EXPENSES</b>			
<b>Emanuel Hospital Salaries</b>			
	Administrative	142,742	1.700
	MD/PNP	331,280	3.250 Keltner, Ritzen's hours offset by KPCA funding
	Interviewers	244,334	6.625
	Intake Specialist	156,950	4.050
	Clerical	141,789	4.750
	Medical Assistant	33,885	1.250
	Administrative Support Staff Supervisor	40,146	1.000
	Clinical Supervisor	0	0.000 Listed under Kaiser Salaries
	MH Therapist	0	5.000 Donated by Multnomah County
	Fundraising	85,809	1.600
	Transcriptionist	133,023	4.550
	Research	24,960	0.750 Offset by NCA Grant (\$10,000)
	Volunteer Coordinator	41,617	1.000 Offset by VOCA and KPCA funding
	Americorps	0	1.000 Amount taken from Contract Services
	Spanish Speaking Interpreter	29,848	1.000
	EHHC Salaries	1,406,383	37.525 Total FTE's
	Less APL allocation (10%)	(140,638)	
611000	Total EHHC Salaries	1,265,745	
613000	APL(Vacation, Sick Leave, Holiday)	140,638	10% of Gross EHHC Salaries
618000	Flex Benefits(FICA, Pension, Medical, Other)	343,658	25% of Labor
<b>Kaiser Salaries</b>			
	Clinical Supervisor	54,496	1.000
	MD/PNP	83,254	0.800 From Kaiser-includes 36.5% benefit allowance
	Interviewer	27,248	0.500 From Kaiser-includes 36.5% benefit allowance
620000	Total Kaiser Professional Fees	164,998	2.300 Total contracted FTE's
<b>OHSU Salaries</b>			
	MD/PNP	32,760	0.300 From OHSU-includes 36.5% benefit allowance
620000	Total OHSU Professional Fees	32,760	0.300 Total contracted FTE's
	<b>SALARIES, BENEFITS, PRO FEES</b>	<b>1,947,799</b>	
620200	Consulting	1,800	
620300	Legal	7,800	
620400	Accounting, Audit	5,300	Required for Multnomah Cty contract
630900	Other Medical Supplies	1,440	
632100	Office & Administration Supplies	28,000	Includes videotape costs (purchased through Corporate Express)
632302	Minor Equipment-Capital	5,000	5,000 from Fundraising
632400	Food	1,720	1,720 from Fundraising
632900	Other Non-med Supplies	4,100	
635000	Repairs & Maintenance	1,200	
635300	Contract Services	5,300	
635412	Contract Maintenance-Bio Med	3,600	
636900	Other Purchased Services	19,500	Off-site storage, interpreter service
638600	Telephone	20,400	
660000	Travel	20,000	
660001	Travel & Meetings - Mileage	1,500	
660100	Training & Education	7,000	
661100	Rent - Buildings	167,400	65,604 from Fundraising
663200	Catering & Food	3,000	1,280 from Fundraising
664000	Printing & Marketing	6,000	
666500	Audiovisual	20,000	
667700	Subscriptions & Journals	1,500	
684904	Intercompany Expense-Foundation**	104,680	
667000	Special Events-fundraising costs	12,000	12,000 from Fundraising
669501	Indirect Costs	13,921	
	<b>TOTAL OTHER EXPENSE</b>	<b>462,161</b>	
	<b>TOTAL LABOR &amp; OTHER EXPENSE</b>	<b>2,409,960</b>	
	<b>SURPLUS(DEFICIT)</b>	<b>(266,395)</b>	

Budget assumption changes from 6/30/01: Volume increase to 129/mo avg; Rev adj to \$730 & \$755, based on hisorical avg.  
Salaries = actual plus est. yearly increase; Average budgeted cost per patient \$1,555

## LAW ENFORCEMENT (CAT)



CITY OF  
**PORTLAND, OREGON**  
BUREAU OF POLICE

**VERA KATZ, MAYOR**  
Mark A. Kroeker, Chief of Police  
1111 S.W. 2nd Avenue  
Portland, Oregon 97204

March 13, 2002


Ms. Meredith Morrison  
MDT Coordinator  
1021 SW 4<sup>th</sup> Avenue, Room 600  
Portland, Oregon 97204

Reference: FY 2002-03 C.A.M.I. Grant Application

Dear Ms. Morrison,

Enclosed are Portland Police Bureau requests for CAMI Grant funds for new and continuing programs for the period July 1, 2002 through June 30, 2003. These proposals include funding for (1) Family Services Division – Child Abuse Team (CAT) Lieutenant, (2) After-Hours Overtime Project, and (3) Multnomah County Sheriff Office (MCSO) CAT Investigator.

Very Truly Yours,



Larry J. Ratchiff  
Captain  
Family Services Division

LJR/ljr

# CHILD ABUSE MULTIDISCIPLINARY INTERVENTION PLAN

Project Period: July 1, 2002 - June 30, 2003

County Name: Multnomah

Return the answers to these questions with your Application  
CAMI Intervention Plan

In developing the plan overview please review the attached *Guidelines for a Coordinated Multidisciplinary Approach to Child Abuse*. Consider the child abuse response process in your county from the perspective of a child and family.

- I. Explain the current needs your team has identified to provide a quality, coordinated multidisciplinary intervention for victims of child abuse. Provide factual information whenever possible. (See *Guidelines For a Coordinated Multidisciplinary Approach to Child Abuse*)

The Multnomah County MDT Child Abuse Team (CAT) is co-located with the Portland Police Bureau's (PPB) domestic violence programs (Domestic Violence Reduction Unit and the Domestic Violence Intervention Team) within the Family Services Division (FSD). A PPB captain commands the Family Services Division. Sergeants supervise the Child Abuse Team (CAT) and the Domestic Violence teams.

When the Portland Police Bureau merged DVRU and CAT into one Division, a police captain was given the overall command responsibility of both programs. Historically, a lieutenant has supervised the Multnomah County Child Abuse Team. The most recent lieutenant was from the Gresham Police Department. That lieutenant was recalled and currently the Division has no lieutenant in the chain of command.

Currently, the Child Abuse Team has two sergeants who are responsible for reviewing and assigning cases to detectives. Both sergeants are expected to monitor assigned cases to ensure they are being investigated properly and timely. This full time job is an extremely important function that is critical to the efficient investigation of child abuse cases. However, because the Family Services Division has no assigned lieutenant they must also assume many management and administrative responsibilities that would generally be done by a lieutenant.

To alleviate the sergeants of much of this responsibility, the Division captain has assumed even more day to day operational and management responsibilities normally performed by a lieutenant. The result of this management necessity has been that much of the captain's responsibilities are being put off. For example, it is not uncommon for the captain to forgo one meeting or staff project for another because of this staffing shortage. It is critical to the efficient operation of the Child Abuse Team that we are able to investigate cases, manage the operational requirements of the program, and develop partnerships and to provide leadership. The lack of a lieutenant will not stop the work, but it will require others to pick up the slack. Many responsibilities will be left undone.



II. How will CAMI funds be used to address these needs? Describe the services or activity to be funded by CAMI.

The CAMI funds requested will allow the *Portland Police Bureau to provide one police lieutenant* to the Family Services Division. Funds from this grant will provide for the salary and benefits of a PPB lieutenant, computer and leased vehicle. The lieutenant will assume the day-to-day operational management of the team in coordination with the FSD captain and sergeants. By filling this position, each of the sergeants will be able to devote more time to case management and supervision. The lieutenant will provide time for the FSD captain work more closely with internal and external partners to provide direction, maintain focus and give leadership to the development of programs and partners. The captain will also then have time to focus the direction and management of the future and ongoing programs.

III. How will non-CAMI funds be used to address these needs?

The Portland Police Bureau will provide uniforms, office space, telephone, cell-phone, pager and clerical support for this position. Some specialized police training will also be made available to the lieutenant.

IV. What are the goals, objectives and desired outcomes for the year, July 1, 2002 - June 30, 2003?

Goal: To reduce physical and sexual assaults against children through aggressive and efficient investigations resulting in increased prosecutions. To increase supervisory time for the sergeants to guide the detectives during investigations and assist with case management.

Objectives: To create a case management system that allows supervisors to efficiently and productively review cases, with each detective, every two weeks. Increase supervisory time to detectives to maintain direction and give assistance as needed.

Outcomes: Increased supervisory time spent directing and assisting detectives with their case investigation. Increased ability to collaborate with MDT partners when determining how to approach the case.

V. List all service providers that will be receiving CAMI funds.

Reminder: MDT's must submit all contracts and agreements with service providers.

City of Portland -- Portland Police Bureau

VI. Complete the Budget page and the Supplemental Funding page in order to document the comprehensive fiscal support for the county child abuse intervention plan.

See Attached Documents

**BUDGET PAGE**  
**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION**  
**Project Period: July 1, 2002 - June 30, 2003**

Agency Name:

**Portland Police Bureau**

Return this form with your Application. There should be one form for each service component of the MDT Intervention Plan.

Expenditures Line Item	CAMI Funds Only	Other Funding Sources	Total Project Cost
<b>PERSONAL SERVICES</b>			
Position Title # of FTE			
<b>Police Lieutenant 1</b>			
Salary	\$81,057.00		\$81,057.00
Benefits	\$8,702.00		\$8,702.00
Position Title # of FTE			
Salary			
Benefits			
Position Title # of FTE			
Salary			
Benefits			
<b>Total Personal Services</b>	<b>\$89,759.00</b>		<b>\$89,759.00</b>
<b>SERVICES &amp; SUPPLIES</b>			
Contractual			
Training		\$1,500.00	\$1,500.00
Travel - Leased Vehicle	\$7,200.00		7,200.00
Equipment - Computer	\$2,500.00		\$2,500.00
Other - Misc items		\$11,000.00	\$11,000.00
<b>Total Services &amp; Supplies</b>	<b>\$9,700.00</b>	<b>\$12,500.00</b>	<b>\$22,200.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$99,459.00</b>	<b>\$12,500.00</b>	<b>\$111,959.00</b>

(1) Provide information on each CAMI funded position separately. (Make additional copies of this payge as needed.)

(2) Include copies of all contracts and personnel services agreements funded by CAMI under enclosed CAMI.MDT Contacts tab.

### **SUPPLEMENTAL FUNDING PAGE (NON-CAMI FUNDS ONLY)**

Please Provide the amounts, purpose, and sources of other funding allocated for the CAMI Intervention Plan.  
Return this form with the application.

<b>Agency: City of Portland - Police</b>	<b>SOURCE</b>	<b>AMOUNT OF PLANNED FUNDING</b>	<b>PURPOSE OF PLANNED FUNDING Salary, Services, Purchases</b>
Federal			
State			
Local Govt. Funds	City of Portland - Police	\$ 859,284.00	FY2001-2002 Child Abuse Team Budget
Cash			
In-Kind	City of Portland - Police	\$ 12,500.00	Office space & equipment, supplies, administrative support, pagers, cell phone, radio, telephone, training, vehicle gas and maintenance, uniforms
Other Sources			
<b>TOTAL</b>		<b>\$ 871,784.00</b>	

# **CHILD ABUSE MULTIDISCIPLINARY INTERVENTION PLAN**

**Project Period: July 1, 2002 - June 30, 2003**

**County Name: MULTNOMAH**

**Return the answers to these questions with your Application**

## **CAMI Intervention Plan**

In developing the plan overview please review the attached *Guidelines For a Coordinated Multidisciplinary Approach to Child Abuse*. Consider the child abuse response process in your county from the perspective of a child and family.

- I. Explain the current needs your team has identified to provide a quality, coordinated multidisciplinary intervention for victims of child abuse. Provide factual information whenever possible. (See *Guidelines For a Coordinated Multidisciplinary Approach to Child Abuse*)**

The Child Abuse Team (CAT) is comprised of eleven detectives and two sergeants. (Nine coming from the Portland Police Bureau, and one each from Gresham Police Department and the Multnomah County Sheriff's Office.) CAT sergeants review an average of 720 reports of child abuse every month. The reports are generated by patrol officers preliminary investigative reports and the DHS "307 report" from the Child Abuse Hotline. The cases are reviewed by the CAT sergeants and assigned to detectives based on the perceived "seriousness" of the abuse. Due to the volume of cases, it is impossible to assign many of the abuse cases for additional follow-up. Each of the detective's carry an "active" caseload of approximately 23 cases, with 8-10 new cases being added each month. Obviously as the number of available detectives declines the number of assigned child abuse cases decline. Many cases that deserve follow-up are not assigned because of the lack of investigators. The lack of investigators impacts the quality and quantity of investigations leaving many victims and families unable to get the type of service that is critical to this crime.

- II. How will CAMI funds be used to address these needs? Describe the services or activity to be funded by CAMI.**

The CAMI grant funds requested would allow the Child Abuse Team to *maintain one Multnomah County Sheriff's Office (MCSO) deputy* who was recently added to the team. This deputy sheriff (detective) will allow the CAT sergeants to continue to assign cases for investigation and case preparation to the District Attorney's Office. Each CAT detective is assigned (on average) 96 to 120 cases each year.

- III. How will non-CAMI funds be used to address these needs?**

This request will fund the base salary and benefits for the assigned deputy sheriff. MCSO will continue to pay for the uniforms, vehicle, pager and cellular phone. The Portland Police Bureau provides administrative support, office supplies and telephone. MCSO will fund non-CAMI qualifying overtime while at CAT.

IV. What are the goals, objectives and desired outcomes for the year, July 1, 2002 - June 30, 2003?

Goal: To provide quality follow-up investigations of all reports of child abuse.

Objective: To ensure that CAT is able to assign and investigate the most deserving cases of child abuse.

Outcomes: Consistent CAT detective response to reported cases of child abuse and child fatalities. Increased number (96-120) of cases assigned for investigation that results in increased prosecutions.

V. List all service providers that will be receiving CAMI funds.

Reminder: MDT's must submit all contracts and agreements with service providers.

Multnomah County Sheriff's Office (MCSO)

VI. Complete the Budget page and the Supplemental Funding page in order to document the comprehensive fiscal support for the county child abuse intervention plan.

See Attached

**BUDGET PAGE**  
**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION**  
**Project Period: July 1, 2002 - June 30, 2003**

Agency Name: **Multnomah County Sheriff's Office (MCSO)**  
 Return this form with your Application. There should be one form for each service component of the MDT Intervention Plan.

Expenditures Line Item	CAMI Funds Only	Other Funding Sources	Total Project Cost
<b>PERSONAL SERVICES</b>			
Position Title # of FTE			
<b>Deputy Sheriff 1</b>			
Salary	\$53,633.00	\$1,500.00 (overtime)	\$55,133.00
Benefits	\$27,361.00		\$27,361.00
Position Title # of FTE			
_____			
Salary			
Benefits			
Position Title # of FTE			
_____			
Salary			
Benefits			
<b>Total Personal Services</b>	<b>\$80,994.00</b>	<b>\$1,500.00</b>	<b>\$82,494.00</b>
<b>SERVICES &amp; SUPPLIES</b>			
Contractual			
Training		\$1,000.00	\$1,000.00
Travel - Vehicle, maintenance & gas		\$9,700.00	9,700.00
Equipment - Pager, cell phone, radio		\$750.00	\$750.00
Other - Office space, equipment, supplies, admin support		\$2,500.00 (IK - PPB)	\$2,500.00
<b>Total Services &amp; Supplies</b>	<b>\$0.00</b>	<b>\$13,950.00</b>	<b>\$13,950.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$80,994.00</b>	<b>\$15,450.00</b>	<b>\$96,444.00</b>

- (1) Provide information on each CAMI funded position separately. (Make additional copies of this page as needed.)  
 (2) Include copies of all contracts and personnel services agreements funded by CAMI under enclosed CAMI.MDT Contacts tab.

### **SUPPLEMENTAL FUNDING PAGE (NON-CAMI FUNDS ONLY)**

Please Provide the amounts, purpose, and sources of other funding allocated for the CAMI Intervention Plan.  
Return this form with the application.

<b>Agency: MCSO</b>	<b>SOURCE</b>	<b>AMOUNT OF PLANNED FUNDING</b>	<b>PURPOSE OF PLANNED FUNDING Salary, Services, Purchases</b>
Federal			
State			
Local Govt. Funds	Multnomah County Sheriff's Office	\$ 1,500.00	Salary - overtime
	City of Portland - Police	\$ 859,284.00	FY2001-2002 CAT Budget
Cash			
In-Kind	Multnomah County Sheriff's Office	\$ 11,450.00	Vehicle, maintenance/gas, pager, cell phone, training
Other Sources	Portland Police Bureau	\$ 2,500.00	Office space & equipment, supplies, administrative & clerical support
<b>TOTAL</b>		<b>\$ 874,734.00</b>	

# **CHILD ABUSE MULTIDISCIPLINARY INTERVENTION PLAN**

**Project Period: July 1, 2002 - June 30, 2003**

**County Name: Multnomah**

**Return the answers to these questions with your Application**

## **CAMI Intervention Plan**

**In developing the plan overview please review the attached *Guidelines For a Coordinated Multidisciplinary Approach to Child Abuse*. Consider the child abuse response process in your county from the perspective of a child and family.**

- I. Explain the current needs your team has identified to provide a quality, coordinated multidisciplinary intervention for victims of child abuse. Provide factual information whenever possible. (See *Guidelines For a Coordinated Multidisciplinary Approach to Child Abuse*)**

The Multnomah County Child Abuse Team (CAT) has a small number of investigators, all working a day shift assignment. In order to ensure that investigators are available for after-hours and weekend call outs, a significant overtime budget must be in place to compensate the team members. Without an adequate overtime budget, the team would be required to limit or possibly eliminate after-hours callouts. Overtime funds are essential to meeting the goals of the Child Abuse Team response plan.

- II. How will CAMI funds be used to address these needs? Describe the services or activity to be funded by CAMI.**

These CAMI funds will be dedicated to covering *overtime expenses related to after-hours call-outs* for CAT detectives and sergeants. These funds will ensure that child abuse investigators are available 24 hours per day, seven days per week.

- III. How will non-CAMI funds be used to address these needs?**

In addition to CAMI funds for after hours call-outs, funds from the Portland Police Bureau (PPB), Gresham Police Department (GPD) and the Multnomah County Sheriff's Office (MCSO) will be used to pay for other overtime related to child abuse investigations such as follow up, report writing and case preparation.

- IV. What are the goals, objectives and desired outcomes for the year, July 1, 2002 - June 30, 2003?**

**Goal:** To continue to provide *optimal child abuse intervention* for all reports of child abuse that occur within Multnomah County.



Objectives: To ensure that trained child abuse investigators are available for call-outs 24 hours per day, 7 days per week, and 365 days per year.

Outcomes: Consistent CAT detective response to all child abuse, after-hours calls-for-service, providing investigative intervention and follow-up, and coordination with the Multnomah County District Attorney, State of Oregon DHS and other law enforcement agencies.

**V. List all service providers that will be receiving CAMI funds.**

**Reminder: MDT's must submit all contracts and agreements with service providers.**

Gresham Police Department (GPD)

Multnomah County Sheriff's Office (MCSO)

Portland Police Bureau (PPB)

**VI. Complete the Budget page and the Supplemental Funding page in order to document the comprehensive fiscal support for the county child abuse intervention plan.**

See Attached

**BUDGET PAGE**  
**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION**  
**Project Period: July 1, 2002 - June 30, 2003**

County Name: MULTNOMAH

Return this form with your Application. There should be one form for each service component of the MDT Intervention Plan.

Expenditures Line Item	CAMI Funds Used	Total Project Cost
<b>PERSONAL SERVICES (1)</b>		
Salary	\$35,000.00	\$58,000.00
Benefits		
<b>TOTAL PERSONAL SERVICES</b>	\$35,000.00	\$58,000.00
<b>SERVICES AND SUPPLIES</b>		
Contractual		
Training		
Travel (leased vehicle)		
Equipment (Computer)		
Other		
<b>TOTAL SERVICES AND SUPPLIES</b>		
<b>TOTAL EXPENDITURES</b>	\$35,000.00	\$58,000.00
<b>FUNDS CARRIED OVER FROM 2001-2002</b>	N/A	N/A
Personal Services		
Materials & Services		
Other		
<b>TOTAL CARRY OVER</b>	N/A	N/A

- (1) Provide information on each CAMI funded position separately. (Make additional copies of this page as needed)
- (2) Include copies of all contracts and personnel services agreements funded by CAMI under enclosed CAMI/MDT Contracts tab

### **Supplemental Funding Page (Non-CAMI Funds Only)**

PLEASE PROVIDE THE AMOUNTS, PURPOSE, AND SOURCES OF OTHER FUNDING ALLOCATED FOR THE CAMI INTERVENTION PLAN  
RETURN THIS FORM WITH THE APPLICATION

	<b>SOURCE</b>	<b>AMOUNT OF PLANNED FUNDING</b>	<b>PURPOSE OF PLANNED FUNDING Salary, Services, Purchases</b>
FEDERAL			
STATE			
CASH			
LOCAL GOVT. FUNDS	*City of Portland – Police City of Gresham – Police Multnomah County Sheriff's Office	\$20,000.00 \$ 1,500.00 \$ 1,500.00	Salary: Non-CAMI funded overtime
IN-KIND			
OTHER SOURCES			

**\*Note: FY 2001 – 02 PPB Child Abuse Team (CAT) Budget: \$859,284** which funds PPB detectives and benefits, non-CAMI overtime, a portion of travel and education, equipment, vehicles and other material and services necessary for the team.

**BUDGET PAGE**  
**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION**  
**Project Period: July 1, 2002 - June 30, 2003**

Agency Name:

**Child Abuse Team Overtime**

Return this form with your Application. There should be one form for each service component of the MDT Intervention Plan.

Expenditures Line Item	CAMI Funds Only	Other Funding Sources	Total Project Cost
<b>PERSONAL SERVICES</b>			
Position Title # of FTE			
_____			
Salary			
Benefits			
Position Title # of FTE			
_____			
Salary			
Benefits			
Position Title # of FTE			
_____			
Salary			
Benefits			
<b>Total Personal Services</b>			
<b>SERVICES &amp; SUPPLIES</b>			
Contractual	\$ 35,000.00	\$ 23,000.00	\$ 58,000.00
Training			
Travel			
Equipment			
Other			
<b>Total Services &amp; Supplies</b>	\$ 35,000.00	\$ 23,000.00	\$ 58,000.00
<b>TOTAL EXPENDITURES</b>	\$ 35,000.00	\$ 23,000.00	\$ 58,000.00

(1) Provide information on each CAMI funded position separately. (Make additional copies of this page as needed.)

(2) Include copies of all contracts and personnel services agreements funded by CAMI under enclosed CAMI.MDT Contacts tab.

### **SUPPLEMENTAL FUNDING PAGE (NON-CAMI FUNDS ONLY)**

Please Provide the amounts, purpose, and sources of other funding allocated for the CAMI Intervention Plan.  
Return this form with the application.

<b>Agency: MCSO</b>	<b>SOURCE</b>	<b>AMOUNT OF PLANNED FUNDING</b>	<b>PURPOSE OF PLANNED FUNDING Salary, Services, Purchases</b>
Federal			
State			
Local Govt. Funds	*City of Portland - Police	\$ 20,000.00	Salary: Non-CAMI funded overtime
	City of Portland - Police	\$ 1,500.00	
	Multnomah County Sheriff's Office	\$ 1,500.00	
Cash			
In-Kind			
Other Sources			
<b>TOTAL</b>		<b>\$ 23,000.00</b>	

**\*Note: FY2001-2002 Child Abuse Team (CAT) Budget: \$859,284** which funds PPB detectives and benefits, non-CAMI overtime, a portion of travel and education, equipment, vehicles and other material and services necessary for the team.

## FAMILY MATTERS



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF COMMUNITY AND FAMILY SERVICES  
BEHAVIORAL HEALTH DIVISION  
421 SW SIXTH, SUITE 600  
PORTLAND, OREGON 97204  
(503) 988-5464 FAX (503) 988-3926  
TDD (503) 988-3598

BOARD OF COUNTY COMMISSIONERS  
DIANE M. LINN • CHAIR OF THE BOARD  
MARIA ROJO DE STEFFEY • DISTRICT 1 COMMISSIONER  
SERENA CRUZ • DISTRICT 2 COMMISSIONER  
LISA NAITO • DISTRICT 3 COMMISSIONER  
LONNIE ROBERTS • DISTRICT 4 COMMISSIONER

Helen T. Smith, Chairperson  
MDT Executive Committee  
Multnomah County District Attorney's Office  
1021 SW 4<sup>th</sup> Avenue, Room 600  
Portland, Oregon 97204

March 15, 2002

Dear Helen:

Enclosed please find our application for continued CAMI funding for the Family Matters Program. I hope that you can see from our documentation the enormous amount of work we have done to set up this evidence-based program model, as well as the enormous amount of community support for such a program. Referrals are beginning to come in and we anticipate seeing our first child and family in the next week or so.

As you know, we are still in the midst of exploring exactly which funding strategy will fit this Program and these economic times: Federally Qualified Health Clinic service; fee-for-service billing to OMAP; fee-for-service billing to Verity; etc. This decision will be made over the next few weeks and our fiscal experts are hopeful that one of these strategies will work. Our Department leadership has made a commitment to this Program and we have every hope of resolving the current budget questions quickly.

As you are also aware, I have decided to return to my previous post as Early Childhood Mental Health Programs Supervisor, in view of the very likely elimination of my current position as Administrator for Early Childhood and Child Abuse Mental Health Programs. Rosemary Celaya-Alston will begin to become involved in the interim, but I would certainly be available to answer any questions about this application or the development of the Program thusfar.

We are all so pleased to have been given the opportunity to develop this essential service for Multnomah County's most vulnerable children and families. Thank you.

Sincerely,

Barbara L. Brady, LCSW, Administrator  
Early Childhood and Child Abuse Mental Health Programs

C: Rosemary Celaya-Alston, Janice Gratton, Ed Hinson, Diane Heintz

## **CHILD ABUSE MULTIDISCIPLINARY INTERVENTION PLAN**

**Project Period: July 1, 2002 – June 30, 2003**

**County Name:** Multnomah  
**Program Name:** DCHS, Family Matters

**I. Explain the current needs your program has identified to provide a quality, coordinated multidisciplinary intervention for victims of child abuse. Provide factual information whenever possible.**

According to 1999 US Department of Health and Human Services data, infants and toddlers are disproportionately vulnerable to the long-term physical, psychological, and psychosocial effects of abuse and neglect. As a result of maltreatment, many young children in foster care develop emotional, behavioral, developmental and relational impairments, and all young foster children are at high risk of emergent impairments. Parenting by healthy, well-adjusted adults mitigates adverse consequences for these children while poor parenting exacerbates them.

Research indicates that child maltreatment patterns can be transmitted from generation to generation. Interruption of intergenerational patterns by enhancing family strengths and remediating family pathologies is central to successful intervention with maltreated children and their families. (see attached article, "Evaluation of a Preventive Intervention . . .")

In addition, foster/kin caregivers are asked to love and provide nurturing homes for children on a temporary basis, and often need information and support to understand and care for young children in ways that ameliorate risk factors and enhance protective factors. Because of young children's need for attachment in caregiving relationships, biologic parents may sense alienated affection in their children, and relationships between foster and biologic parents are often strained; foster parents may have many needs that go unaddressed. (see attached article, "Intensive Intervention . . .")

There are currently an estimated 270 to 300 zero to 4-year old children entering or re-entering Multnomah County Juvenile Court's jurisdiction annually (see attached Utilization/Eligibility memo). Removal from parents can be upsetting for children, and involvement with the child welfare system may be confusing and frustrating for parents. Sometimes, available services do not directly address the conditions or circumstances that brought the child into care, or are so generalized as to be ineffective in ameliorating issues that originally placed the child at risk of harm, which may result in subsequent abuse and return to the system. In addition, our currently fragmented social services, mental health and drug and alcohol systems may make it difficult for parents to access the services necessary to accomplish reunification. (see attached "Comparison of Zeanah Model to Conventional Services.")

Although Multnomah County has an impressive array of services for children and families, none are organized in such a way as to provide balanced interventions that integrate child and parent services within a mental health/child welfare/court partnership. Multidisciplinary, evidence based collaboration to review and address parental capacity and relational issues between parents and their very young children has been identified by the Courts, Child Welfare and the District Attorney's office as fundamental to the permanency planning process.



## **II. How will CAMI funds be used to address these needs? Describe the services or activity to be funded by CAMI.**

**The mission of the Family Matters Program is to improve the quality of relationships between parents and young children in foster care and to promote safe and stable permanent homes.**

The CAMI funds requested allow the Family Matters Program to continue to provide intensive, comprehensive assessments and treatment to 0 to 4 year old foster children and their biological parents and substitute caregivers. The program design is an integrated and organized approach, providing "one-stop" services and supports to address relational problems and promote healthy development.

Central to the model is the underlying premise that the quality of the parent-child relationship is the strongest predictor of subsequent outcomes for children. (see attached articles "Infant-Parent Relationship Assessment," and "Intensive Interventions . . .") The Family Matters program is committed to using families' strengths to enhance these relationships and to resolve issues that put children at risk of harm. We attempt to treat parents at all times with respect, recognizing their essential role in meeting the best interests of the child.

Family Matters services consist of: 1) intensive assessments with the child and all of her parents and caregivers: 15 to 20 hours of face-to-face contacts, including, parent-child interaction, caregiver-child interaction, parent perception interview, caregiver perception interview, and family history and self-report measures; 2) multidisciplinary case conferencing with involved providers to develop clear, individualized, goal-directed treatment plans and recommendations; 3) comprehensive, evidence based reports to DHS and the Juvenile court; and 4) prevention oriented interventions, to reduce or remove obstacles to safe parenting, including family psychotherapy and therapeutic visitation, dyadic (parent-child) psychotherapy, individual parent and child therapies, supports and interventions for foster/kin families and consultation with early childhood care and education staff.

The Family Matters Program will coordinate adjunct services and supports for parents including mental health and substance abuse treatment, and domestic violence intervention and education. Providers will become part of the multidisciplinary team involved in plan development and implementation for the family.

It is anticipated that the length of time a child or family will be enrolled in the Family Matters Program will fall within the time limits established by federal law in the Adoption and Safe Families Act (ASF). In most cases, treatment goals will conform to a one-year or less limit. Family Matters will continue to provide transition services to children and families after reunification, or, in the event of an alternate permanent plan, until transition is stable.

The Family Matters Program services directly reflect best practices as outlined in the Guidelines For A Coordinated Multidisciplinary Approach to Child Abuse Intervention in sections 2 A,B, and C; 3 A, B, and C; and 4 A.

## **III. How will non-CAMI funds be used to address these needs?**

The Family Matters Program expenditures are a 35% – 65% ratio, respectively, of CAMI and non-CAMI revenues.

**IV. What are the goals, objectives and desired outcomes for the year July 1, 2002 – June 30, 2003?**

The Family Matters Program is a child-abuse prevention and intervention program with the goal of improving the quality of out-of-home and permanent placements for young foster children, of preventing re-entry into the child welfare system, and of reducing incidents of re-abuse. Ancillary goals include: to assist the Juvenile Court in expedited permanency planning/decision making; to increase DHS Child Welfare's access to professional mental health services and continuity of care for their 0 to 4 year old foster children and their biological and caregiving families; to impact and enhance social service delivery systems practices.

In collaboration with Portland State University's School of Social Work, Child Welfare Partnership (CWP), the Family Matters Program is structuring an evaluation project to look at improved outcomes for children and families as a result of the interventions (see Family Matters Evaluation Project Summary). The project proposal includes:

- I. Implementation Study to provide information to assist in continuing program development and help interpret outcomes, focused on:
  - Feasibility
  - Fidelity
  - Consumer and Partner Satisfaction
- II. Outcomes Study: some anticipated outcomes that may be utilized in the evaluation include:
  - Prevention of further abuse of children who are reunified with their parents
  - Prevention of future abuse or subsequent children by participating parents
  - Prevention of abuse in foster care of children in the program
  - Reduced likelihood of placement disruption for children in the program
  - Improved long-term mental health and social outcomes for the children served
  - Decreased time to permanency for children in the program
    - Earlier reunification or permanent relative placement
    - Shorter time to permanency for children who will not be reunified
  - Greater likelihood of reunification for families who complete the program

**V. N/A**

**VI. Complete the budget page and the supplemental Funding page in order to document the comprehensive fiscal support for the county child abuse intervention plan.**

Please see attached Budget and Supplemental Funding pages.

**BUDGET PAGE**  
**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION**  
**Project Period: July 1, 2002 - June 30, 2003**

Agency Name: \_\_\_\_\_

Return this form with your Application. There should be one form for each service component of the MDT Intervention Plan.

Expenditures Line Item	CAMI Funds Only	Other Funding Sources	Total Project Cost
<b>PERSONAL SERVICES</b>			
Position Title # of FTE			
Mental Health Consultants 3.8 fte			
Salary 165,433	165,433.00		165,433.00
Benefits 79,298	79,298.00		79,298.00
Position Title # of FTE			-
CFS Supervisor 1.0 fte			-
Salary 64,403	32,201.50	32,201.50	64,403.00
Benefits 27,147	13,573.50	13,573.50	27,147.00
Position Title # of FTE			-
CFS Administrator			-
Salary			-
Benefits			-
<b>4.80 FTE Total Personal Services</b>	<b>290,506.00</b>	<b>45,775.00</b>	<b>336,281.00</b>
<b>SERVICES &amp; SUPPLIES</b>			-
Contractual/(Current YTD actuals annualized)		41,356	41,356.00
Training			-
Travel			-
Equipment			-
Other (4.80 fte @\$6,206 dept average material & supplies) *Note: actual facilities cost still unknown may be higher than dept average of \$2,512 per FTE)		29,788	29,788.00
<b>Total Services &amp; Supplies</b>	<b>0</b>	<b>71,144</b>	<b>71,144.00</b>
<b>TOTAL EXPENDITURES</b>	<b>290,506</b>	<b>116,919</b>	<b>407,425.00</b>

(1) Provide information on each CAMI funded position separately. (Make additional copies of this page as needed.)

(2) Include copies of all contracts and personnel services agreements funded by CAMI under enclosed CAMI.MDT Contacts tab.

### **Supplemental Funding Page (non-CAMI Funds Only)**

PLEASE PROVIDE THE AMOUNTS, PURPOSE AND SOURCES OF OTHER FUNDING ALLOCATED FOR THE CAMI INTERVENTION PLAN

	SOURCE	AMOUNT OF PLANNED FUNDING	PURPOSE OF PLANNED FUNDING Salary, Services, Purchases
FEDERAL	Federal Financial Partnership	\$546,589*	General program operating expenses
STATE			
LOCAL GOVT. FUNDS			
CASH			
IN-KIND			
OTHER SOURCES	VERITY	\$546,589*	General program operating expenses
	OMAP	\$546,589*	General program operating expenses

\*Note: Supplemental funding source is uncertain at this time; one or a combination of the above sources will supplement CAMI funds for fiscal 2002-2003. The total supplemental funding sought is \$546,589.

MDT COORDINATOR/ADVOCATE  
MDT CLERK  
MDT TRAINING, RESOURCES, ETC

**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION PLAN  
MULTNOMAH COUNTY  
JULY 2002-JUNE 2003**

**MDT COORDINATOR/VICTIM ADVOCATE**

1. Multnomah County has found that a streamlined and centralized response to reports of child abuse is vital to successful intervention, investigation, and prosecution. The Child Abuse Hotline, detectives, and district attorney staff are located in the same building ensuring early and ongoing collaboration in response to child abuse and neglect cases. There is also ongoing communication with CARES Northwest and other community partners in efforts to provide the highest quality of child welfare services in our region.
2. The victim advocate provides direct victim intervention services, court preparation for victims and families, coordinates service linkage, and prepares the CAMI application and annual report. Other MDT activities are provided as needed. For example, arranging the regular monthly meeting, the MDT Executive Committee meetings, and the agency chief's meetings. CAMI funds will be used to fund this position.
3. They will be used to support the activities of the team; for example, administrative costs, pagers, cell phone, parking, vehicle gas and maintenance.
4. The goal is to continue to provide optimal and timely response to child abuse in Multnomah County.  
The objectives are to 1. continue coordinated case management and service delivery; 2. to continue information sharing and cooperation between MDT partners.  
The desired outcomes will be the number of successful prosecutions and a proper functioning MDT.

# MULTNOMAH COUNTY CAMI PLAN

## JULY 2002-2003

### MDT CLERK

1. The MDT recognized that a centralized support clerk was needed for many team functions. They include collecting and distributing documents needed by team member, collecting data and updating data bases, and taking minutes at various team meetings.
2. CAMI funds will be used to fund this position. See above for description of services.
3. They will be used to support the project. Examples are office equipment, administrative support, pagers, cell phone, printing, and telephone.
4. The goals and objectives are to support MDT activities. A smooth running team is the desired outcome.

# MULTNOMAH COUNTY CAMI PLAN

## JULY 2002-2003

### TRAINING, RESOURCE MATERIALS, @ EQUIPMENT

1. MDT members need to have a high level of proficiency in all areas concerning the intervention, investigation and prosecution of child abuse cases. The MDT sends a team to several trainings a year. By sending a multidisciplinary team, many other members benefit as information is shared.  
Equipment and other resources are needed to support team functions.
2. CAMI funds will be used for training opportunities and equipment purchases. Some training examples are SCAR, Child Maltreatment Conference, Clackamas County and CARES Northwest Summit, and the Shaken Baby Conference.
3. They will be used to support the team's operation.
4. The goals and objectives are to have highly trained MDT members responding to child abuse in Multnomah County. The outcome expected is successful intervention in child abuse cases.



**BUDGET PAGE**  
**CHILD ABUSE MULTIDISCIPLINARY INTERVENTION**  
**Project Period: July 1, 2002 - June 30, 2003**

Agency Name: **Multnomah County - DA's Office**  
 Return this form with your Application. There should be one form for each service component of the MDT Intervention Plan.

Expenditures Line Item	CAMI Funds Only	Other Funding Sources	Total Project Cost
<b>PERSONAL SERVICES</b>			
Position Title # of FTE			
<b>Victim Advocate &amp; Coordinator 1</b>			
Salary	\$ 47,106.00		\$ 47,106.00
Benefits	\$ 21,960.30		\$ 21,960.30
Position Title # of FTE			\$ -
<b>Office Assistant 1</b>	\$ 34,198.52		\$ 34,198.52
Salary	\$ 18,014.49		\$ 18,014.49
Benefits			\$ -
Position Title # of FTE			\$ -
			\$ -
Salary			\$ -
Benefits			\$ -
<b>Total Personal Services</b>	<b>\$ 121,279.31</b>		<b>\$ 121,279.31</b>
<b>SERVICES &amp; SUPPLIES</b>			\$ -
Contractual			\$ -
Training & Equipment	\$ 125,000.00		\$ 125,000.00
Travel			\$ -
Other (Administrative Cost)	\$ 38,018.58		\$ 38,018.58
			\$ -
<b>Total Services &amp; Supplies</b>	<b>\$ 163,018.58</b>		<b>\$ 163,018.58</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 284,297.89</b>		<b>\$ 284,297.89</b>

- (1) Provide information on each CAMI funded position separately. (Make additional copies of this page as needed.)  
 (2) Include copies of all contracts and personnel services agreements funded by CAMI under enclosed CAMI.MDT Contacts tab.

### **SUPPLEMENTAL FUNDING PAGE (NON-CAMI FUNDS ONLY)**

Please Provide the amounts, purpose, and sources of other funding allocated for the CAMI Intervention Plan.  
Return this form with the application.

<b>Agency: Multnomah County - DA's</b>	<b>SOURCE</b>	<b>AMOUNT OF PLANNED FUNDING</b>	<b>PURPOSE OF PLANNED FUNDING Salary, Services, Purchases</b>
Federal			
State			
Local Govt. Funds			
Cash			
In-Kind	Multnomah County - DA's Office	\$ 566,425.00	Office equipment, supplies, administrative support, pagers, cell phone, radio, telephone, training, printing, parking, vehicle gas and maintenance
Other Sources			
<b>TOTAL</b>		<b>\$ 566,425.00</b>	

	MDT
FY03	153300
	1000
60000 Permanent	363,537
60100 Temporary	
60110 Overtime	
60120 Premium	
60130 Salary Related	78,415
60135 Non Base Fringe	
60140 Insurance	70,518
60145 Non Base Insurance	
<b>Subtotal</b>	<b>512,471</b>
60150 Supplements	
60160 Pass Through	
60170 Professional Svcs	16,954
<b>Subtotal</b>	<b>16,954</b>
60180 Printing	1,634
60190 Utilities	-
60200 Communications	-
60210 Rentals	-
60220 Repairs & Maint	700
60230 Postage	-
60240 Supplies	1,775
60250 Food	-
60260 Education & Train	-
60270 Local Travel/Mileage	3,055
60290 External Data Proc	-
60330 Claims Paid	-
60340 Dues & Subscriptions	-
93002-5 Assessment-Others	
95xxx Settlement	
93017 Assessment D/indirect	21,890
<b>Subtotal</b>	<b>29,054</b>
60350 Indirect Costs	
60370 Telephone	7,531
60380 Data Processing	
60390 PC Flat Fee	
60400 Asset Preservation	
60410 Motor Pool	
60420 Electronics	
60430 Building Mgmt	
60440 Other Internal	
60460 Distribution/Postage	416
<b>Subtotal</b>	<b>7,947</b>
60550 Equipment	
60560 Cash Transfers	
<b>Total Expenditure</b>	<b>566,425</b>

MEETING DATE: April 11, 2002  
AGENDA NO: R-2  
ESTIMATED START TIME: 9:35 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Proclaiming April as Organ and Tissue Donor Awareness Month

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: 15 minutes

DEPARTMENT: Non-Departmental DIVISION: Commissioner Serena Cruz  
CONTACT: Kevia Jeffrey TELEPHONE #: 503/988-5239  
BLDG/ROOM #: 501/600

PERSON(S) MAKING PRESENTATION: LaVena Rae Secrest and Bernadette Artharee

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

Proclaiming April 2002 as Organ and Tissue Donor Awareness Month  
04.11.02 originals to Presenters

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Serena Cruz  
(OR)  
DEPARTMENT MANAGER: \_\_\_\_\_

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

PROCLAMATION NO. \_\_\_\_\_

Proclaiming April 2002 as Organ and Tissue Donor Awareness Month in Multnomah County, Oregon

**The Multnomah County Board of Commissioners Finds:**

- a. Each year the number of organs donated for transplant falls short of the need;
- b. Out of the 80,000 men, women, and children awaiting a healthy organ to replace a failing kidney, heart, liver, or pancreas, over 1,800 of these people live on the Pacific Northwest, and thousands more are in immediate need of tissue;
- c. Legislative bodies from state to local government are declaring April as "Organ and Tissue Donor Month" and encouraging citizens to sign donor cards and discuss their decision to donate with their families;
- d. African Americans make up 25% of the national waiting list for an internal organ, but only represent 11% of the donors, Family of One addresses the critical need for organ, tissue, and bone marrow donors, as well as prevention of kidney disease, within the African American community;
- e. Hispanics account for: 12% of US population only 3% of tissue donors are Hispanic;
- f. The Multnomah County supports this lifesaving program and urges all citizens to carry a signed donor car or driver's license that says YES! to organ and tissue donation;

**The Multnomah County Board of Commissioners Proclaims:**

April 2002 as Organ and Tissue Donor Awareness Month in recognition of the important work that Family of One and the Oregon Donor Program provide for our community.

ADOPTED this 11th day of April, 2002.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, County Chair

\_\_\_\_\_  
Maria Rojo de Steffey,  
Commissioner Dist 1

\_\_\_\_\_  
Serena Cruz,  
Commissioner Dist 2

\_\_\_\_\_  
Lisa Naito,  
Commissioner Dist 3

\_\_\_\_\_  
Lonnie Roberts,  
Commissioner District 4

**THIS WILL NOT  
MAKE YOU AN  
ORGAN DONOR**



**TALKING WITH  
YOUR FAMILY WILL**



**Oregon  
Donor  
Program**

**Serving Oregon & Southwest Washington**

## **You can make a difference.**

Thousands of lives are saved thanks to organ and tissue donors. As a donor, you could save or improve the quality of life for as many as 75 people.

Decide now to be an organ and tissue donor and know that you are making a real difference. Make sure you discuss your decision with your family so that they know and will honor your wishes. Talk to your family.

## **Is there a need for donation?**

Yes! Thousands of Americans are on transplant waiting lists because there aren't enough donors to meet the need.

## **Will there be added cost to my family?**

There is no added cost for organ and tissue donation for transplant. For those who donate the whole body for medical education, costs for embalming and transportation to Oregon Health Sciences University must be paid by the donor's estate or family.

## **Am I too old to be a donor?**

No. There is no age limit on eye donation or whole body donation. The age limit for bone, skin or internal organ donation is 75.

## **Will the quality of hospital treatment change if a person is declared a donor?**

Absolutely not. A transplant team won't be involved until all possible efforts to save a patient's life have failed. The criteria used to determine brain death are based on strict medical and legal standards. The determination of brain death must be made by physicians who are not involved in the organ donation process.

## **What organs and tissues can I donate?**

Organs and tissues you can donate include:

- Eyes
- Skin
- Bone, Tendon, Cartilage and Fascia
- Kidneys
- Heart
- Heart Valves
- Liver
- Pancreas
- Lungs
- Saphenous Veins



**Oregon  
Donor  
Program**

P.O. Box 532  
Portland, OR 97207  
503-494-7888  
1-800-452-1369

_____ DATE SIGNED		_____ DONOR'S BIRTH DATE	
_____ SIGNATURE OF WITNESS NO. 1			
_____ SIGNATURE OF WITNESS NO. 2			
_____ DONOR'S NEXT OF KIN		_____ RELATIONSHIP	
_____ ADDRESS OF NEXT OF KIN			
_____ PHONE OF NEXT OF KIN		_____ CITY, STATE, ZIP	

*This card or any duplication thereof is a legal document  
under the Anatomical Gift Act or similar laws.*

**PLEASE DETACH AND GIVE THIS PORTION OF  
THE CARD TO YOUR NEXT OF KIN**

Simply sign the statement on the other side of this card.  
Detach the card where indicated and give it to the person  
most likely to be notified in a medical emergency.

For more information call  
Oregon Donor Program  
503-494-7888 or 1-800-452-1369

[www.ordonorprogram.org](http://www.ordonorprogram.org)

## **Confirm Your Decision!**

**Fill in your confirmation card & mail it today!**



Oregon  
Donor  
Program

**Serving Oregon & Southwest Washington**

**For more information call:  
503-494-7888 or 1-800-452-1369**

email: [odpinfo@imagina.com](mailto:odpinfo@imagina.com)

[www.ordonorprogram.org](http://www.ordonorprogram.org)





Oregon  
Donor  
Program

## UNIFORM DONOR CARD

I, \_\_\_\_\_,  
have spoken to my family about organ and tissue donation.  
The people listed on the back of this card have witnessed my  
commitment to be a donor.

I wish to donate:

- (A) ☐ any organs and tissues.  
(B) ☐ only the following organs or tissues:

\_\_\_\_\_  
(C) ☐ entire body for medical research (additional forms needed).

DONOR'S SIGNATURE

Put in wallet with driver license or I.D.

## DONOR FAMILY CARD

Dear \_\_\_\_\_ (family)

I would like to donate LIFE by being an organ and tissue donor. I want you  
to know my decision because you will be consulted before donation can  
take place. Please see that my wishes are carried out. Thank you. I wish to  
donate the following:

- (A) ☐ any organs and tissues.  
(B) ☐ only the following organs or tissues:

\_\_\_\_\_  
(C) ☐ entire body for medical research (additional forms needed).

SIGNATURE

Date

"David died at age 15. He always wanted to do the right thing.  
He would always be the first to offer help. David said he  
would want to donate his organs if anything ever happened to  
him. So we did, which, of course was the 'right thing' to do."

LINDA, MOTHER OF DAVID

 **Confirm Your Decision!**

Fill in your confirmation card & mail it today!

**For more information call:  
503-494-7888 or 1-800-452-1369**

email: [odpinfo@imagina.com](mailto:odpinfo@imagina.com)  
[www.ordonorprogram.org](http://www.ordonorprogram.org)

## How can I become a donor?

- Sign the donor card in your family's presence.
- Have your family sign as witnesses and pledge to carry out your wishes.
- Carry the donor card with you at all times.
- Give a family member the family card.
- Code your driver's license with a "D."
- Complete and return Oregon Donor Program confirmation card.
- Remember, even if you've signed a donor card, you must tell your family so they can act on your wishes.

PLEASE FILL OUT THIS PORTION AND MAIL TO OREGON DONOR PROGRAM.

# My Commitment To Share Life.

## Confirmation Card

I, \_\_\_\_\_, have spoken to my family about organ and tissue donation.

The following people have witnessed my commitment to be a donor. I wish to donate:

☐ Any organs and tissues      ☐ Only the following organs and tissues:

☐ My entire body for medical study (additional forms required)      ☐ Please send \_\_\_\_\_ forms

Donor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

☐ Please send \_\_\_\_\_ family cards      ☐ Please send \_\_\_\_\_ additional donor cards



# BUSINESS REPLY MAIL

FIRST-CLASS MAIL

PERMIT NO 1242

PORTLAND OR

POSTAGE WILL BE PAID BY ADDRESSEE

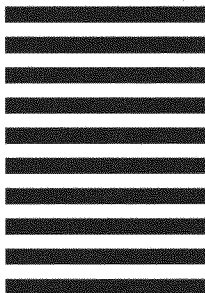
Oregon Donor Program

P.O. Box 532

Portland, OR 97207-9734



NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES



JULENE, HEART RECIPIENT

*"I was 32 when I received my heart transplant. At that time my son was three, he's now 10! I am thankful every day for the chance to see my son grow up. I feel it is important for the public to know that, yes, transplants work."*

## **What about living donation?**

A living donor can donate a single kidney, a lobe of a lung, or a segment of a liver or pancreas. An individual between the ages of 18 and 60 may donate bone marrow. These donors experience satisfaction in knowing they have contributed to the improved health of another person.

## **What about a funeral?**

Removal of organs usually will not interfere with the timing of funeral services and will not prevent an open casket funeral.

## **How does the process work?**

Laws require that at the time of death hospital staff must inform surviving family members of the option of organ and tissue donation. With family members' consent, the hospital staff will notify the organ and tissue donation programs. Surgical removal of organs and tissues takes place either at the hospital or at the funeral home. For individuals who die at home, the local funeral director can usually arrange for any possible donations.

## **What happens to my donated organs and tissues?**

A national system is in place to distribute organs fairly. Factors such as race, gender, age, income or celebrity status are not considered when determining who receives organs or tissues. Buying and selling organs, tissues and eyes is illegal.

## **Can I donate my whole body?**

Yes. Whole body donations are used for medical education and research. Whole body donors make a valuable contribution to the continuing needs of medical education in Oregon. Prospective whole body donors may obtain prearrangement forms by calling Oregon Donor Program.

## **Can I change my mind later?**

Yes. Destroy your donor card and tell your family you've changed your mind.

Oregon Donor Program is a volunteer based non-profit organization promoting awareness, understanding and acceptance of the value and need for organ and tissue donation.

## **HELP SAVE LIVES...**

- Distribute donor cards through businesses, churches, schools and organizations.
- Volunteer your time and skills to Oregon Donor Program.
- Make a financial contribution to support Oregon Donor Program's educational activities.

**For more information about organ and tissue donation, call or write:**

Oregon Donor Program

P.O. Box 532

Portland, OR 97207

**503-494-7888**

**1-800-452-1369**

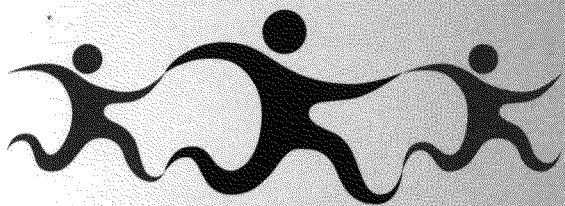
[www.ordonorprogram.org](http://www.ordonorprogram.org)

[email: odpinfo@imagina.com](mailto:odpinfo@imagina.com)



Oregon  
Donor  
Program

**Serving Oregon & Southwest Washington**



# **FAMILY OF ONE**

**A COALITION FOR AFRICAN AMERICAN  
ORGAN, TISSUE AND BONE MARROW  
DONOR AWARENESS AND KIDNEY  
DISEASE PREVENTION**

# WHAT IS FAMILY OF ONE?

FAMILY OF ONE addresses the critical need for organ, tissue and bone marrow donors, as well as prevention of kidney disease, within the African American community. Awareness and action are needed to increase the availability of life-saving and life-enhancing transplants, along with learning preventative measures to decrease risk of kidney failure.

FAMILY OF ONE is a coalition between community leaders, Oregon Donor Program, National Kidney Foundation of Oregon & Washington, and American Red Cross - Marrow Donor Services.

## WHY IS BONE MARROW DONATION IMPORTANT?

Bone marrow transplantation has become the only real "cure" for many diseases, such as leukemia, anemia, lymphoma and other life-threatening blood diseases. Bone marrow transplants allow doctors to give the donor's healthy stem cells to the matched patient. The hope is that the healthy cells will grow and eventually eliminate the disease.

At any given time, there is an average of 5,000 patients searching the National Marrow Donor Program Registry. The Registry contains nearly five million potential volunteer donors.

Because the characteristics of marrow are inherited, a patient is most likely to find a match within his/her own race. Only 8% of the potential volunteer donors in the marrow donor registry are African American. **More donors are needed to give every patient an even chance of finding a matched donor.**

Joining the Registry is as simple as filling out a consent form and giving a small blood sample for testing. There is no cost to you to join. Call (800) 922-3998, extention 427.



**FAMILY OF ONE**

**UNIFORM  
DONOR  
CARD**

I, \_\_\_\_\_  
have spoken to my family about organ and tissue donation. The people listed on  
the back of this card have witnessed my commitment to be a donor.

I wish to donate:

(A) \_\_\_\_\_ any organs and tissues.

(B) \_\_\_\_\_ only the following organs or tissues:

(C) \_\_\_\_\_ entire body for medical research (additional forms needed.)

**DONOR'S SIGNATURE**

*Put in wallet with driver's license or I.D.*



**FAMILY OF ONE**

## **WARNING SIGNS OF KIDNEY DISEASE:**

- High blood pressure  
(consistently greater than 140/90)
- Blood and/or protein in the urine
- A creatinine blood test greater than 1.2 for women  
and 1.4 for men (creatinine is a waste product  
removed from the blood by healthy kidneys. With  
kidney disease, creatinine levels in the blood may  
increase.)
- More frequent, difficult or painful urination
- Puffiness around eyes, swelling of hands and feet





## FAMILY OF ONE

This card or any duplicate thereof is a legal document under the Anatomical Gift Act or similar laws.

DATE SIGNED \_\_\_\_\_

DONOR'S BIRTH DATE \_\_\_\_\_

SIGNATURE OF WITNESS NO. 1 \_\_\_\_\_

SIGNATURE OF WITNESS NO. 2 \_\_\_\_\_

DONOR'S NEXT OF KIN \_\_\_\_\_

RELATIONSHIP \_\_\_\_\_

ADDRESS OF NEXT OF KIN \_\_\_\_\_

PHONE OF NEXT OF KIN \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_



## FAMILY OF ONE

[www.familyofone.org](http://www.familyofone.org)

### COALITION MEMBERS



Oregon Donor Program  
(503) 494-7888  
(800) 452-1369  
[www.ordonorprogram.org](http://www.ordonorprogram.org)



National Kidney  
Foundation®  
of Oregon  
and Washington  
*Making Lives Better*

National Kidney Foundation  
of Oregon & Washington  
(503) 963-5364  
(888) 3 KIDNEY  
[www.kidneyorwa.org](http://www.kidneyorwa.org)



American Red Cross  
*Together, we can save a life*

American Red Cross -  
Marrow Donor Services  
(503) 284-0011  
(800) 922-3998 x427  
[www.pdxredx.org](http://www.pdxredx.org)

**[www.familyofone.org](http://www.familyofone.org)**

*This brochure was made possible thanks to Hoover Family Foundation,  
Gann Publishing and Laundry Studio.*

# WHY SHOULD I BE WORRIED ABOUT KIDNEY DISEASE?

One of nine American adults has some type of kidney disease. In Oregon & Washington, African Americans make-up 2.9% of the total population; however, they make up 9.6% of those on dialysis.

Diabetes causes 45% of all new kidney failure patients, and high blood pressure (hypertension) adds an additional 26%. Once kidney function is below 15%, the individual must either begin dialysis treatments or receive a kidney transplant.

**African Americans have a higher chance of being diabetic or having high blood pressure.**

## HOW CAN I REDUCE THE RISK?

Early detection with regular blood pressure and glucose checks, maintaining a healthy diet and exercise program, and learning the warning signs can help reduce risk of kidney failure.



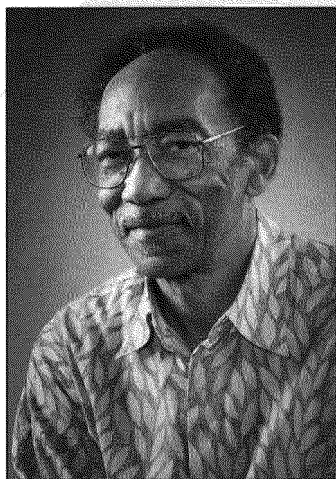
*Georgene Rice, living kidney donor, and her mother, Lillian Rose, kidney recipient*

# WHY SHOULD I BE AN ORGAN AND TISSUE DONOR?

The success of a kidney transplant is often times dependent on a good genetic match found within the same racial or ethnic group. African Americans make up 25% of the national waiting list for an internal organ, but only represent 11% of donors. **Therefore, African Americans can wait twice as long as Caucasians to receive an organ donation.**

One person can save up to 75 people through the donation of heart, lungs, liver, pancreas, kidneys, eyes and tissue.

All major religions support donation; they consider it a virtuous and charitable act.

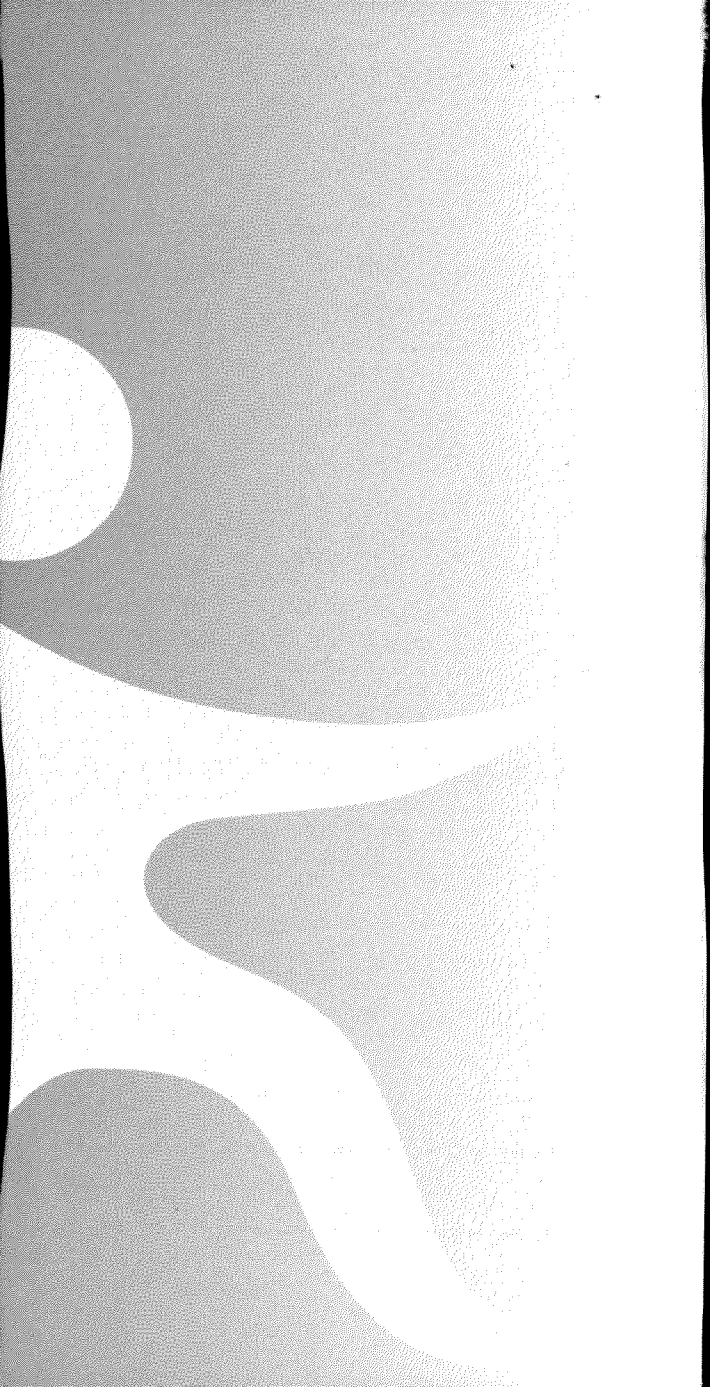


*Luther Lockett, heart recipient*

If you are carrying a donor card and admitted to a hospital, the team of doctors and nurses will do everything they can to save your life.

## WAYS TO BECOME A DONOR:

- Tell your family. The consent of your next-of-kin is required before organ and tissue donation can occur.
- Have your driver's license coded with a "D."
- Sign and carry a donor card.





## Oregon Donor Program Threads of Life Quilt

**L**oving thoughts and memories make up the fabric squares that create the Threads of Life Quilt. The handmade Quilt is composed of individually designed squares made by family members of organ and tissue donors and transplant recipients.

**T**he Quilt is an emotional reminder of the donors who have saved or enhanced hundreds of lives through organ and tissue transplants and the fortunate recipients of those donations. Families from across the state make a tribute to their loved ones through these quilt squares.

**T**housands of Americans are currently on organ and tissue transplant waiting lists. Oregon Donor Program is committed to educating every Oregon and Southwest Washington resident about the value and need for donation, to ensure that every American who needs a transplant receives one.

**For more information on Oregon Donor Program, the Threads of Life Quilt, to submit a square or to receive a free donor card, call the Oregon Donor Program at 503-494-7888 or 1-800-452-1369 or email [odpinfo@imagina.com](mailto:odpinfo@imagina.com) [www.ordonorprogram.org](http://www.ordonorprogram.org)**



**RECYCLE YOURSELF**

Be an Organ & Tissue Donor.



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**PROCLAMATION NO. 02-050**

Proclaiming April 2002 as Organ and Tissue Donor Awareness Month in Multnomah County, Oregon

**The Multnomah County Board of Commissioners Finds:**

- a. Each year the number of organs donated for transplant falls short of the need;
- b. Out of the 80,000 men, women, and children awaiting a healthy organ to replace a failing kidney, heart, liver, or pancreas, over 1,800 of these people live on the Pacific Northwest, and thousands more are in immediate need of tissue;
- c. Legislative bodies from state to local government are declaring April as "Organ and Tissue Donor Month" and encouraging citizens to sign donor cards and discuss their decision to donate with their families;
- d. African Americans make up 25% of the national waiting list for an internal organ, but only represent 11% of the donors, Family of One addresses the critical need for organ, tissue, and bone marrow donors, as well as prevention of kidney disease, within the African American community;
- e. Hispanics account for: 12% of US population only 3% of tissue donors are Hispanic;
- f. The Multnomah County supports this lifesaving program and urges all citizens to carry a signed donor car or driver's license that says YES! to organ and tissue donation;

**The Multnomah County Board of Commissioners Proclaims:**

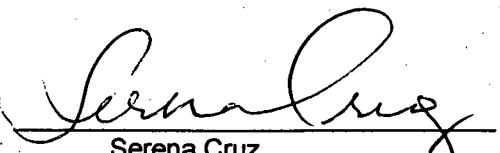
April 2002 as Organ and Tissue Donor Awareness Month in recognition of the important work that Family of One and the Oregon Donor Program provide for our community.

ADOPTED this 11th day of April, 2002.

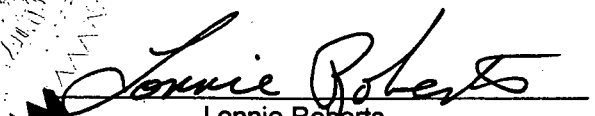
BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, County Chair

  
Maria Rojo de Steffey,  
Commissioner Dist 1

  
Serena Cruz,  
Commissioner Dist 2

  
Lisa Naito,  
Commissioner Dist 3

  
Lonnie Roberts,  
Commissioner District 4



MEETING DATE: April 11, 2002  
AGENDA NO: R-3  
ESTIMATED START TIME: 9:50 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Resolution Consenting to Appointment of John Ball as Acting Director of the Department of County Human Services and Appointing John Ball as County Financial Assistance Administrator

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: 5 minutes

DEPARTMENT: Non-Departmental DIVISION: Chair's Office

CONTACT: Steve Novick TELEPHONE #: 503-988-3928  
BLDG/ROOM #: 503/6th

PERSON(S) MAKING PRESENTATION: Chair Diane Linn, Steve Novick

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

Resolution Consenting to Appointment of John Ball as Acting Director of the Department of County Human Services and Appointing John Ball as County Financial Assistance Administrator

04.16.02 copies to John Ball

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Diane M. Linn

(OR)

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

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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



## **Diane Linn, Multnomah County Chair**

Suite 600, Multnomah Building  
501 SE Hawthorne Boulevard  
Portland, Oregon 97214-3587  
Email: [mult.chair@co.multnomah.or.us](mailto:mult.chair@co.multnomah.or.us)

Phone: (503) 988-8308  
FAX: (503) 988-3093

### **STAFF REPORT**

**TO:** Board of County Commissioners

**FROM:** Chair's Office

**DATE:** April 2, 2002

**RE:** Resolution Consenting to Appointment of John Ball as Acting Director of the Department of County Human Services and Appointing John Ball as County Financial Assistance Administrator

**1. Recommendation/Action Requested:**

Approve resolution consenting to appointment of John Ball as Acting Director of the Department of County Human Services and appointing John Ball as County Financial Assistance Administrator.

**2. Background/Analysis:**

The State of Oregon, Department of Human Services, is contracting with the Department of County Human Services to provide mental health services, services to individuals with developmental disabilities and alcohol and drug services. The Agreement with the State was approved by the county by adoption of Resolution No. 01-085 dated June 21, 2001.

Section III.B of the Agreement requires the County by resolution to appoint an officer to administer the Agreement (County Financial Assistance Administrator) and to authorize the County Financial Assistance Administrator to amend the Assistance Award and Agreement on behalf of the County

As Chief Operating Officer, John Ball has been overseeing all department directors and management staff and has been significantly involved with the Office of Mental Health & Addiction Services. He has played a significant role in the oversight of the Redesign and in developing the Partnership Agreement with the Governor.

As a Lane County Commissioner John has considerable experience in mental health management. He played an instrumental role in establishing Lane County's Psychiatric Hospital - which serves as a model for community mental health programs around the state. John also chaired the Governor's Commission on Psychiatric Inpatient Services

in 1988 which, among other accomplishments, issued a seven-year comprehensive plan for the improvement of state hospitals and access to local mental health services.

John will remain in his role of Chief Operating Officer and will continue to oversee key elements in the County's operations. There will be an open hiring process for the position of department director of County Human Services.

3. Financial Impact: The initial agreement is for \$60,836.314 and reflects the financial award for local administration, mental health services, and alcohol and drug-related services. Subsequent amendments to the agreement will enhance funding for mental health and alcohol and drug services, and add the initial financial assistance award for developmental disability services.
4. Legal Issues: None
5. Controversial Issues: None.
6. Link to Current County Policies: The contract supports the County's efforts to maintain or enhance the quality of life and independence for the citizens of Multnomah County.
7. Citizen Participation: N/A
8. Other Government Participation: N/A

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Consenting to Appointment of John Ball as Acting Director of the Department of County Human Services and Appointing John Ball as County Financial Assistance Administrator for the State of Oregon Department of Human Services, 2001-2003 County Financial Assistance Intergovernmental Revenue Agreement 0210007

**The Multnomah County Board of Commissioners Finds:**

- a. The Multnomah County Department of Community and Family Services provides mental health, alcohol and drug and developmentally disabled treatment services to citizens of Multnomah County.
- b. The County has requested financial assistance from the State of Oregon Department of Human Services (Department) to operate or contract for the operation of its community mental health, alcohol and drug, and developmental disabilities program.
- c. The Department is willing, upon the terms and conditions of the attached 2001-2003 Financial Assistance Agreement (Agreement), to provide such financial assistance (Assistance Award) to the County.
- d. The Agreement was approved by the County by adoption of Resolution No. 01-085 dated June 21, 2001.
- e. Section III.B of the Agreement requires the County by resolution to appoint an officer to administer the Agreement (County Financial Assistance Administrator) and to authorize the County Financial Assistance Administrator to amend the Assistance Award and Agreement on behalf of the County.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board consents to the appointment of John Ball as Acting Director of the Department of County Human Services.
2. The Board appoints John Ball as the County Financial Assistance Administrator and authorizes John Ball to amend the Assistance Award on behalf of the County, by execution and delivery of amendments to the Agreement in accordance with Section III (C).

ADOPTED this 11th day of April 2002.

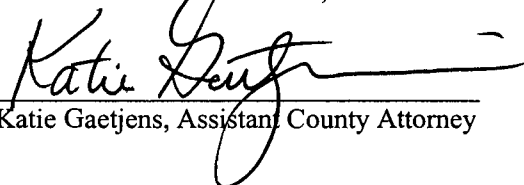
BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By

  
Katie Gaetjens, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 02-051**

Consenting to Appointment of John Ball as Acting Director of the Department of County Human Services and Appointing John Ball as County Financial Assistance Administrator for the State of Oregon Department of Human Services, 2001-2003 County Financial Assistance Intergovernmental Revenue Agreement 0210007

**The Multnomah County Board of Commissioners Finds:**

- a. The Multnomah County Department of Community and Family Services provides mental health, alcohol and drug and developmentally disabled treatment services to citizens of Multnomah County.
- b. The County has requested financial assistance from the State of Oregon Department of Human Services (Department) to operate or contract for the operation of its community mental health, alcohol and drug, and developmental disabilities program.
- c. The Department is willing, upon the terms and conditions of the attached 2001-2003 Financial Assistance Agreement (Agreement), to provide such financial assistance (Assistance Award) to the County.
- d. The Agreement was approved by the County by adoption of Resolution No. 01-085 dated June 21, 2001.
- e. Section III.B of the Agreement requires the County by resolution to appoint an officer to administer the Agreement (County Financial Assistance Administrator) and to authorize the County Financial Assistance Administrator to amend the Assistance Award and Agreement on behalf of the County.

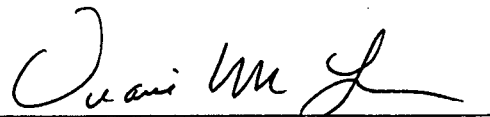
**The Multnomah County Board of Commissioners Resolves:**

1. The Board consents to the appointment of John Ball as Acting Director of the Department of County Human Services.
2. The Board appoints John Ball as the County Financial Assistance Administrator and authorizes John Ball to amend the Assistance Award on behalf of the County, by execution and delivery of amendments to the Agreement in accordance with Section III (C).

ADOPTED this 11th day of April 2002.

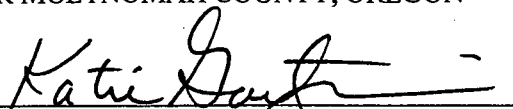


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Katie Gaetjens, Assistant County Attorney

#1

## SPEAKER SIGN UP CARDS

DATE April 11, 2002

NAME

Mertie Muller

ADDRESS

11821 SW Riverwood Rd  
Portland, Oregon

PHONE

~~907~~ 503-636-8237

SPEAKING ON AGENDA ITEM NUMBER OR  
TOPIC R4 - UAD for Renewals

GIVE TO BOARD CLERK

#2

## SPEAKER SIGN UP CARDS

DATE 4/11/02

NAME

Matthew Lowe

ADDRESS

3302 SW Luscabel St

Portland

PHONE

503-306-0224

SPEAKING ON AGENDA ITEM NUMBER OR  
TOPIC R-4

GIVE TO BOARD CLERK

#3

## SPEAKER SIGN UP CARDS

DATE April 11, 02

NAME Judi Palmer

ADDRESS 11734 SW Riverwood Rd

PHONE 503-636-1119

SPEAKING ON AGENDA ITEM NUMBER OR  
TOPIC underground railroad

GIVE TO BOARD CLERK

District 1  
Ordinance



#4

# SPEAKER SIGN UP CARDS

DATE

4/11/02

NAME

JERRY MOSS

ADDRESS

11650 SW RIVERWOOD RD

PHONE

503-635-8399

SPEAKING ON AGENDA ITEM NUMBER OR  
TOPIC

R-4

GIVE TO BOARD CLERK

MEETING DATE: April 11, 2002  
AGENDA NO: R-4  
ESTIMATED START TIME: 9:55 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Special Ordinance Establishing Procedures To Consider A Petition To Create An Underground Assessment District Along A Portion Of SW Riverwood Road In The Dunthorpe Neighborhood, And Declaring An Emergency

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: 1 hour

DEPARTMENT: Non-Departmental DIVISION: Office of County of Attorney

CONTACT: Matthew O. Ryan TELEPHONE #: 503-988-3138  
BLDG/ROOM #: 503/500

PERSON(S) MAKING PRESENTATION: Matthew O. Ryan, Dave A. Boyer, Kathy A. Busse

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

First Reading of a Special Ordinance Establishing Procedures to Consider a Petition to Create an Underground Assessment District Along a Portion of SW Riverwood Road in the Dunthorpe Neighborhood, and Declaring an Emergency

SIGNATURES REQUIRED:

ELECTED OFFICIAL: \_\_\_\_\_  
(OR)

DEPARTMENT MANAGER: Thomas Sponsler

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**


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



OFFICE OF  
MULTNOMAH COUNTY ATTORNEY

**STAFF REPORT**

TO: Board of County Commissioners

FROM: Matthew O. Ryan, Assistant County Attorney 

DATE: March 28, 2002

RE: Special Ordinance Establishing Procedures To Consider A Petition To Create An Underground Assessment District Along A Portion Of SW Riverwood Road In The Dunthorpe Neighborhood, And Declaring An Emergency

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1. Recommendation/Action Requested: Approve first reading of the Riverwood Underground Assessment District (RUAD) Ordinance.

2. Background/Analysis:

Under ORS 758.210 to 758.270, citizens can petition the County Board to establish an assessment district for the conversion of existing above ground utility facilities underground. The petition must identify a proposed district with at least 400 feet of frontage upon a public street, and petitioners must represent 60% of the landowners who own 60% of land within the identified district. The County has received the Riverwood Underground Assessment District (RUAD) petition. The RUAD petitioners seek to convert underground utilities along a portion of SW Riverwood Road in Dunthorpe in unincorporated west Multnomah County.

In the present case, the proposed district encompasses 13 properties, including some that are in consolidated ownership, so there are 11 named property owners (including couples) on the petition. In January 2002, as required under ORS 758.225, the County certified the petition to be in compliance with the ownership and street frontage requirements discussed above. Under ORS 758.230, the County must proceed with respect to the petition in the manner provided by ORS 223.389. ORS Chapter 223 regulates Local Improvement Districts (LID's). ORS 223.389 specifically addresses the procedures local governments must follow in making assessments for local improvements upon the benefited property, to the extent not prescribed by the local government's charter.

Of note, with one exception (the remonstrance standard) discussed below, the County's charter does not address in any detail procedures for public improvements and defers to state law and county ordinance in that regard. But the County has no existing ordinance

relating to LID's. The RUAD ordinance prescribes the procedures to make assessments for the proposed utility conversion consistent with state law (ORS Chapters 758 and 223).

The RUAD ordinance provides that the County Department of Business And Administrative Services has 180 days to prepare a report to the Board on the proposed conversion. The report is to address key issues such as: engineering, cost, timing and financing of the project. Before commencing work on the report, the ordinance requires petitioners to submit a deposit to cover the administrative costs of preparing the report. The report will also contain the Department's recommendations to the Board on the proposal.

If the Board decides to authorize the conversion, the matter will be set for further public hearing on the proposal, with notice to the benefited property owners of their rights to comment or remonstrate against the proposal. Under the County Charter Chapter 10, if two thirds of the landowners in the proposed district object, the County must abandon the proposal, but may reconsider it again after six months.

If the conversion is constructed, the Board, after notice to the property owners, will hold a second hearing wherein the property owners have the right to challenge the assessment against the property. At the second hearing the Board will set the assessment rate. The property owners have the right to challenge any final assessment decision under ORS 34.010 to 34.100, the writ of review statute. The ordinance provides for collection of delinquent assessments in a manner consistent with state law.

3. Financial Impact: The adoption of this ordinance does not in and of itself trigger significant financial issues. However, if the Board authorizes creation of the RUAD for conversion of the utility system, the County will incur upfront the cost of construction that will be collected by assessment against the benefited property owners.

4. Legal Issues: See No.2 above.

5. Controversial Issues: The proposal is not supported by 100% of the benefited property owners. Some property owners have voiced strong opinions against the creation of the district.

6. Link to Current County Policies: Not Applicable.

7. Citizen Participation: Active citizen involvement from both sides of the issue is expected.

8. Other Government Participation: Not Applicable.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**ORDINANCE NO. \_\_\_\_\_**

Special Ordinance Establishing Procedures To Consider A Petition To Create An Underground Assessment District Along A Portion of SW Riverwood Road In The Dunthorpe Neighborhood, and Declaring an Emergency

**The Multnomah County Board of Commissioners Finds:**

- a. Property owners residing along a certain portion of SW Riverwood Road in unincorporated Multnomah County (Petitioners) have filed a Petition requesting conversion of certain electric and communication facilities underground and the formation of the Riverwood Underground Assessment District (RUAD) to finance the construction of the underground conversion (improvement) pursuant to ORS 758.210 – 758.270. A copy of the Petition is attached as Exhibit A and incorporated by this reference.
- b. The Petition contains more than 60% of the property owners and the property affected in the impacted area in support of the creation of the RUAD.
- c. As required under ORS 758.225, the County's Department of Business and Community Services (Department) upon receipt of the Petition, verified the signatures and executed the attached Certificate of Sufficiency, identified as Exhibit B and incorporated by this reference.
- d. The Board wishes to establish procedures with respect to the consideration of the proposed RUAD.

**Multnomah County Ordains as follows:**

**Section 1. Definitions.**

**“Convert,” “converting” or “conversion”** means the removal of overhead electric or communication facilities and the replacement thereof with underground electric or communication facilities at the same or different locations.

**“Electric or communication facilities”** means any works or improvements used or useful in providing electric or communication service, including but not limited to poles, supports, tunnels, manholes, vaults, conduits, pipes, wires, conductors, guys, stubs, platforms, crossarms, braces, transformers, insulators, cutouts, switches, capacitors, meters, communication circuits, appliances, attachments and appurtenances, and all related facilities required for the acceptance of electric or communication services; however:

(i) ***“Electric facilities”*** does not include any facilities used or intended to be used for the transmission of electric energy at nominal voltages in excess of 35,000 volts.

(ii) ***“Communication facilities”*** does not include facilities used or intended to be used for the transmission of intelligence by microwave or radio, apparatus cabinets or outdoor public telephones.

(iii) ***“Electric or communication facilities”*** does not include any electric or communication facilities owned or used by or provided for a railroad or pipeline and located upon or above the right of way of the railroad or pipeline.

**“Landowner” or “owner”** means the owner of the title to real property or the contract purchaser of real property of record as shown on the last available complete assessment roll in the office of the County assessor.

**“Overhead electric or communication facilities”** means electric or communication facilities located above the surface of the ground.

**“Public authority”** means a city or County.

**“Public lands and right of way”** includes rights of way for streets, roads and highways and all land or interests in land owned by a public authority.

**“Underground assessment district” or “district”** means an assessment district created as provided by ORS 758.210 to 758.270.

**“Underground electric or communication facilities”** means electric or communication facilities located below the surface of the ground exclusive of those facilities such as substations, transformers, pull boxes, service terminals, pedestal terminals, splice closures, apparatus cabinets and similar facilities which normally are above the surface in areas where utility facilities are underground in accordance with standard underground practices.

**“Utility”** means any electric or communication utility described by ORS 757.005 or any telecommunications utility described by ORS 759.005, any plant owned or operated by a municipality, any person furnishing community antenna television service to the public and any cooperative corporation or people's utility district engaged in furnishing electric or communication service to consumers.

**Section 2. Designation.** The properties identified in the Petition will be included within the boundaries of, and known together as the Riverwood Underground Assessment District or RUAD. In addition, the property on which the public improvement is to be located and such other incidental properties as are necessary for a logical boundary may be included.

### **Section 3. Report.**

A. The Department will have 180 days from the date of adoption of this Ordinance to prepare a written report on the proposed improvement to the Board in the manner set forth below.

B. The report on the proposed improvement must contain:

1. A map or plat showing the general nature, location and extent of the improvement and the land to be assessed for payment of any part of the cost;
2. An estimate of the probable cost of the improvement, including any legal, administrative and engineering costs;
3. An estimate of the unit cost of the improvement to the specially benefited properties;
4. The ratio of the value of each lot or parcel to be assessed to the value of the estimated assessment;
5. A recommendation as to the method of assessment to be used to apportion the cost of the improvement to the properties specially benefited;
6. The legal description as provided in subsection C and assessed value of each lot, parcel of land, or portion to be specially benefited by the improvement, with the names of the record owners and the names of any contract purchasers, if available;
7. Proof of payment of all current and prior years ad valorem taxes, municipal assessments or charges, including any applicable interest and penalties for each lot or parcel proposed to be assessed;
8. A statement of outstanding assessments against the properties to be assessed.



C. The property may be described by the subdivision, by lots, blocks and addition names, by metes and bounds, or by reference to the book and page of any public record where the description may be found, so that the description can be made certain. The final assessment will not be held invalid on account of any error or irregularity in the description if the description would be sufficient in a deed of conveyance from the owner or is such that, in a suit to enforce a contract to convey employing such description, a court of equity would hold it to be good and sufficient. Any description of real property which conforms substantially to the requirements of this section will be sufficient in all proceedings relating to a final assessment for the local improvement, foreclosure and sale of delinquent assessments, and in any other proceeding related to or connected with levying, collecting and enforcing final assessments.

D. The Board reserves the right as a prerequisite to the issuance of the report, to require the Petitioners to deposit funds in the amount of \$5,000.00 reasonably estimated to cover the County's costs to prepare and issue the report. In the event there are any residual funds remaining of the deposit after the report is completed they shall be credited to the individual assessments of those who paid the deposit or refunded to those parties if the RUAD is not implemented.

**Section 4. Board Action on Report.** The Board may, by motion, approve the report, modify the report and approve it as modified or abandon the proposed improvement. Approval will be by resolution declaring its intent to form the RUAD.

**Section 5. Proposed RUAD Resolution.**

A. If the Board approves the report, it may declare by resolution its intent to create the RUAD and undertake the improvement only if it finds that the following requirements have been met:

1. That all current and prior years ad valorem taxes, assessments, municipal charges or liens, including any interest and penalties accruing thereto for each lot or parcel to be assessed for the proposed RUAD have been paid; and

2. The value of each lot or parcel to be assessed exceeds the value of the estimated assessment by a ratio of no less than 4:1.

B. The Board at its discretion may require submittal of such information as it deems necessary to evaluate the financial viability of the district and the risk to County. The Board may refuse to authorize formation of the district or construction of the improvements if it concludes that there is a significant risk of default. The Board may require such financial guarantees as it deems necessary to adequately minimize such risk.

C. The resolution must describe the boundaries of the district to be assessed and any additional amount the property owners will be required to deposit with the County as payment toward County costs.

D. Any resolution adopted under this section authorizing the proposed improvement will require the utility conversion project be undertaken by the utilities supplying electric or communication service within the underground assessment district as provided under ORS 758.240 and not otherwise.

E. The resolution will set a public hearing on the improvement to hear objections and direct the Department to mail notice of the hearing to the record owners of the property to be assessed. In addition, notice may be given by publication in a newspaper of general circulation within the proposed district or by posting at the courthouse and within the district or any combination thereof.

**Section 6. Notice of Proposed Utility Assessment District.**

A. Notice of the proposed assessment and public hearing must be mailed to the owner or the owner's agent. If the address of the owner or owner's agent is unknown, the notice will be mailed to the owner or the owner's agent at the address of the assessed property.

B. The notice sent by the Department under this section must not be mailed less than ten days prior to the public hearing and must contain:

1. A general description of the improvement and the boundaries of the district to be assessed. The description need not be by metes and bounds and must be such that an average person can determine from it the general location of the property and must include a listing of affected parcels or lots;

2. A statement that the report adopted by the Board is on file and subject to public examination;

3. The time and place of a public hearing on the improvement to hear objections;

4. A statement explaining the objection process including where and when to submit objections; and further explaining that any objection must state the grounds for the objection. If valid written objections from the owners of two-thirds of the land to be specially assessed for the improvement are delivered to the Board within 15 days after the Board decides to proceed, then no further action to effect the improvement will be taken for six months;

5. The name of the owner or reputed owner, the description of the property assessed, the estimated total project cost assessed against all the benefited property and the estimated assessment against the owner's property;

6. A statement that if the improvement is approved, the assessment in the notice, or as it may be modified by the Board, will be levied by the Board after the hearing and thereafter will be certified to the tax roll or charged against the property and be immediately payable in full or in installments, as directed by the Board.

**Section 7. Hearing On Proposed Improvement.** At the time of the public hearing the Board will hear testimony on the proposed improvement and may continue the hearing as it deems necessary. The Board may by resolution authorize the improvement to be carried out in accordance with the resolution declaring the improvement. This resolution may be made at the time of the hearing or within 60 days after the hearing. Failure of the Board to act within the 60-day period will constitute abandonment.

**Section 8. Preliminary Assessment.** The County may elect to make a preliminary assessment for the improvement at any time prior to completion of the project. The preliminary assessment will follow the same procedures for making the final assessment. Upon completion of the project, the County may make a deficit assessment or rebate.

**Section 9. Notice of Proposed Assessment.**

A. After completion of the conversion and the actual cost is known, the Department will prepare the assessment to the respective lots or parcels of property in the local improvement district.

B. The Department must mail notice of the assessment to the owner or the owner's agent. If the address of the owner or owner's agent is unknown, the notice must be mailed to the owner or the owner's agent at the address of the assessed property.

C. The notice sent by the Department under this section must include:

1. The name of the owner or reputed owner, the description of the property assessed, the total project cost assessed and the amount of assessment against the owner's property.

2. A date by which time written objections to the proposed assessments stating the grounds for the objection must be received and the date of the hearing at which time the Board will consider any objections.

3. A statement that the assessment in the notice or as it may be modified by the Board will be levied by the Board after the hearing and thereafter will be certified or charged against the described property and be immediately payable in full or in installments, as directed by the Board.

#### **Section 10. Assessment Hearing and Resolution**

A. The Board will hold the hearing to consider any objections filed in writing.

B. If no objections are filed or after the hearing on the objections, the Board may adopt, correct or revise the assessment roll and in doing so will determine the amount of assessment to be charged against each lot or parcel within the local improvement district according to the special benefits accruing to each and will levy such assessments by resolution.

C. The Board may establish in the assessment resolution interest rates and penalty fees on the assessment. The interest rate must take into account the County's financial and administrative costs relating to the assessment, bond issuance and collection.

D. If the assessments are to be collected with ad valorem taxes the resolution will certify the assessments to the director of assessment and taxation who will add them to the tax roll and collect them for the district. If the assessments are to be charged immediately against the

property, the resolution will specify the terms for installment payments and the date that payments or applications for installment payments are due.

E. Within ten days of adoption of the assessment resolution, the Department must send to each property owner by certified and regular mail a statement of the amount of the costs assessed to the property of the owner. The statement must identify the improvement for which the assessment is made, each lot to be assessed, and the final assessment for each lot. The statement must also advise that:

1. If the Board has so allowed, application may be filed by the date specified by the Board to pay all or any portion in installments according to state law as modified by this ordinance or by resolution or order of the Board. An explanation of procedures for installment payments must be included;

2. The entire amount of the assessment, less any part for which application to pay in installments is made, is due on the date specified by the Board and if unpaid on that date, will accrue interest and subject the property to foreclosure.

F. With the statement, the Department must mail to each property owner a notice stating:

1. Service from the underground facilities is available;
2. The owner has 90 days after the date of mailing of the notice to convert all overhead electric or communication facilities providing service to any structure or improvement located on the lot or parcel to underground service facilities; and
3. After that 90-day period, the County will order the utilities to disconnect and remove all overhead electric and communication facilities providing service to any structure or improvement within the area.

## **Section 11. Installment Payments.**

A. The provisions of the Bancroft Bonding Act (ORS 223.205 to 223.300) apply to the assessments, if the Board so provides in its resolution levying assessments. The provisions of the Bancroft Bonding Act are considered modified as necessary to avoid conflict with this ordinance or with any other resolution or order of the Board.

B. Unless otherwise ordered by the Board, the applicant will have 20 days from the date notice of the assessment is first mailed to file the installment application with the County.

C. The application for installment payments will set forth installment terms, including any late payment penalty. It will require that the applicant waive any and all irregularities or defects, jurisdictional or otherwise, in the proceedings causing the final assessment to be levied and in apportioning the actual cost. It will provide for a term of ten years. If authorized by the Board, the person applying for installment payments may irrevocably establish a payment term of less than ten years as provided by law.

D. Assessments financed by installment payments for which interim financing or bond financing has been obtained by the County will be subject to a prepayment charge. This charge will be a reasonable estimate of the amount necessary to close the account and protect the residents of Multnomah County from risk of shortfall in the funds available to make bond payments. The charge will be computed using generally accepted financial practices to estimate the net present value of the bonds as of the date of payment of the assessment. The prepayment charge will be based on the difference between the net present value of the bonds and the prepayment received, plus County costs. Upon call, defeasance or redemption, any excess prepayment charge will be refunded.

**Section 12. Lien Records.** After adoption of estimated and final assessments, the Department must enter in the docket of county liens a statement of the amounts assessed upon each lot, parcel or portion thereof, together with a description of the improvement, the name of the owners, the date of the order and the date upon which payment or application for installment payment is due. Upon such entry in the lien docket the amount so entered, together with interest as it accrues, will become a lien and charge on the respective lots, parcels or portions thereof, which have been assessed. All payments must be entered in the lien docket and will discharge the lien to the amount of such payment. Notwithstanding the manner and time of payment of an assessment specified by the Board, the whole amount of the assessment together with interest and costs accrued thereon may be paid after the assessment is entered in the lien docket and before it is due. The County assessment liens will be superior and prior to all other liens or encumbrances on property as permitted by state law.

**Section 13. Collection.** An assessment or installment payment is delinquent from the date it is due as set by the Board except that assessments to be collected with ad valorem taxes will be delinquent from the date on which the ad valorem taxes with which it is billed are due. If the owner neglects or refuses to pay assessments or installments when due, the Board may adopt an order:

- A. Listing the name of the person in default and a description of the property on which sums are owing;
- B. Stating the sums due, including principal, interest and any late payment penalties or charges;
- C. Declaring the entire balance of the assessment to be due and payable at once;



D. Directing that all unpaid assessments, interest and penalties be collected in any manner provided by law.

**Section 14. Errors in Assessment Calculations.** Alleged errors in the calculation of assessment must be brought to the attention of the Department, that will determine whether there has been an error. If the Department finds that an error occurred, the Department will recommend to the Board an amendment to the assessment resolution to correct the error. Upon adoption of the amendment, the Department must make necessary correction to the county lien records and mail corrected notices of assessment to affected property owners.

**Section 15. Deficit Assessment.** If it is found that the amount of the assessment is insufficient to defray the expenses of the improvement, the Board may, by motion, declare such deficit and declare a proposed deficit assessment. The Board will set a time for hearing of objections to such deficit assessment and will direct the Department to mail notice of the hearing to owners of the affected property. After such hearing, the Board will make an equitable deficit assessment, by resolution, which will be entered in the docket of county liens as provided by this ordinance; and notices of the deficit assessment will be mailed and the collection of the assessment will be made in accordance with this ordinance consistent with the collection of the original assessment.

**Section 16. Reassessment.** If an assessment or deficit assessment for the improvement is set aside, or its enforcement restrained by any court, the Board may make a reassessment in the manner provided by state law.

**Section 17. Rebates.**

A. If the assessment levied is greater than the actual costs of the improvement, the Board will determine the amount and declare it by resolution. When so declared, the excess

amounts will be entered on the lien docket as a credit against the appropriate assessment. If an assessment has been paid, the property owner who paid the assessment will be entitled to repayment of the excess or the portion that excess the amount unpaid on the original assessment. Notice of the rebate will be sent to the person who paid the amount at the person's last address as shown on the records of the district. If, within 60 days, the person cannot be located, payment will be made to the current owner of the property from which the overpayment arose without recourse against the County by the original payor.

B. County will notify in writing the party who deposited security deposit funds or assurances of any funds eligible to be released. Prior to close-out of the district, County will provide a final written statement of funds which may be claimed. This final statement will be provided by certified or registered mail, return receipt requested. All notices required to be sent under this section will be sent to the last known address in the records of the district. It is the sole responsibility of the party eligible to receive such funds to keep the County informed of any change in address or assignment of refund eligibility. Any funds remaining on the date five years from the mailing of the final statement will be deemed abandoned and become the property of the County.

**Section 18. Abandonment.** The Board may abandon the local improvement made under this ordinance or by resolution at any time prior to the completion of the improvements. If liens have been assessed against any property, they will be canceled, and any payments made on the assessments will be refunded.

**Section 19. Curative Provision.** No assessment will be rendered invalid by reason of a failure of the report to contain all of the information required by this ordinance; or by reason of a failure to have all of the information required to be in any resolution declaring or authorizing

the improvement or levying assessments, the lien docket or notices published or required to be mailed; nor by the failure to list the name of, or tax list of, or mail notice to, the owner of any property as required by this ordinance; or by reason of any other error, mistake, delay, omission, irregularity, or other act, jurisdictional or otherwise, in any of the proceedings or steps herein specified, unless it appears that the assessment is unjust in its effect upon the person complaining; and the Board will have the power and authority to remedy and correct all such matters by suitable action and proceedings.

#### **Section 20. Remedies.**

A. Actions of the Board pursuant to this ordinance or resolution are subject to judicial review exclusively by writ of review in accordance with the procedures in ORS 34.010 to 34.100. Review of an action of the Board directing that an improvement be made or levying any assessment may be commenced only by a property owner who has filed a written remonstrance or objection as provided in this ordinance. Failure to so remonstrate or object will constitute a waiver and failure to exhaust administrative remedies.

B. Any owner having any objection which could not have been raised by remonstrance or objection during the formation and assessment proceedings or which, if raised, was not resolved must file a written objection with the Board within sixty days of mailing of the first assessment statement, or tax statement if the assessment has been placed on the tax rolls. Failure to do so will constitute a waiver of any and all such objections or defenses to the assessment and collection and a failure to exhaust the administrative remedy provided herein. Upon receipt of such objection, the County will within 60 days issue a report determining whether an error was committed, denying the objection or proposing such steps as are necessary to remedy the error, including but not limited to a revision of the assessment. Nothing in this

section in any way limits the effect of the waiver in Section 11, the curative provisions of Section 19 or subsection 20A. Multiple owners of a single parcel have a total of one “vote” and may divide their single “vote” according to ownership percentage.

**Section 21. Security; Liability.** The County will have recourse to the assurance provided in Section 5 as a source of payment of any delinquency independent from, and without recourse first to any other remedy provided by law, including foreclosure. Each applicant for installment payment of an assessment against an unimproved land parcel will remain personally liable for the amount financed in the application, regardless of the subsequent disposition of the property. If the property is sold, the original applicant's liability will be for any installment debt not satisfied out of foreclosure and sale of the property. The applicant will be jointly liable with the subsequent owner for any debt not satisfied out of foreclosure and sale proceeds.

**Section 22. Subsequent Purchase; Liability Release.** A subsequent purchaser may submit to the County the assurances provided in Section 5. If the County determines that the subsequent purchaser has met the requirements of Section 5 the Board may order the release of the original applicant from liability for the assessment.

**Section 23. Payment and Bond Schedules.**

A. Installment payments will be due and payable on a schedule determined by the County.

B. Bonds issued by the County for financing the improvements will be for a period as designated by the Board but not to exceed the lesser of the estimated structural and design life expectancy of the improvement, as determined by the County or thirty years. The County reserves the right to issue these bonds for a period of five years when the property will be resold

when developed, and to provide that these bonds may be callable after two or more years in the event of substantial prepayment.

**Section 24. Foreclosure.** The County will implement collection procedures to collect payment of delinquent assessments. If its efforts to collect delinquent assessments fail, the County may initiate foreclosure proceedings as authorized by state law.

**Section 25.** An emergency is declared in that it is necessary for this ordinance to take effect in order to proceed with consideration of the petition. This ordinance will take effect April 18, 2002, upon its execution by the County Chair, under section 5.50 of the Charter of Multnomah County.

FIRST READING:

April 11, 2002

SECOND READING AND ADOPTION:

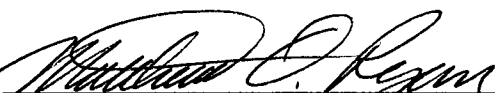
April 25, 2002

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:  
THOMAS SPONSER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By



Matthew O. Ryan, Assistant County Attorney

**PETITION FOR CREATION OF  
UNDERGROUND ASSESSMENT DISTRICT**  
(Pursuant to ORS 758.210 - ORS 758.270)

The undersigned Petitioners hereby petition the Multnomah County Board of Commissioners to form an Underground Assessment District as provided for by ORS 758.210 - ORS 758.270. Pursuant to ORS 758.225(3), the appropriate Multnomah County official is directed to verify that this petition has been signed by the requisite number of qualified signers, issue a certificate of sufficiency, and to present this Petition for Creation of Underground Assessment District with the certificate of sufficiency to the Multnomah County Board of Commissioners.

**I. PERCENTAGE OF LANDOWNERS/LAND AREA WITHIN PROPOSED  
UNDERGROUND ASSESSMENT DISTRICT**

Petitioners represent 73% (8 of 11) of the landowners within the proposed Underground Assessment District and collectively own 73.5% (132,428.4 square feet of the total 180,128.4 square feet) of the total land area within the proposed Underground Assessment District.

**II. PROPOSED BOUNDARIES OF UNDERGROUND ASSESSMENT DISTRICT**

Pursuant to ORS 758.225(2)(a), the proposed Underground Assessment District will include the following properties:

<u>Owner</u>	<u>Square Foot Acreage</u>	<u>Legal Description</u>
Boyda, Kenneth & Virginia 11851 SW Riverwood Road Portland, Oregon 97219	25,550	RIVERWOOD; TL 200 LOT 9 MAP 4231
Davis, Glen 11828 SW Riverwood Road Portland, Oregon 97219	5,600	RIVERWOOD; TL 1100 LOT 8 MAP 4231
Foden-Venzil, Kristian & Jeanne 11808 SW Riverwood Road Portland, Oregon 97219	6,300	RIVERWOOD; TL 1200 LOT 8 MAP 4231
Noles, Omar & Betty 11859 SW Riverwood Road Portland, Oregon 97219	21,100	RIVERWOOD; TL 100 LOT 9 MAP 4231
Packwood, Bob Franklin, Elaine 11760 SW Riverwood Road Portland, Oregon 97219	11,500	RIVERWOOD; TL 1900 LOT 8 MAP 4231

EXHIBIT A  
PAGE 1 OF 5

Palmer, Robert & Judith 11734 SW Riverwood Road Portland, Oregon 97219	24,685	RIVERWOOD; TL 2300 LOT 7 & 8 MAP 4231
Palmer, Robert & Judith **No Site Address** Portland, Oregon 97219	905 (lot)	RIVERWOOD; TL 2000 LOT 8 MAP 4231
Marriott, Dedre 11878 SW Riverwood Road Portland, Oregon 97219	10,000	RIVERWOOD; TL 2100 LOT 8 MAP 4231
Marriott, Dedre **No Site Address** Portland, Oregon 97219	3,400 (lot)	RIVERWOOD; TL 2200 LOT 7 MAP 4231
McCormick, William & Gail 11837 SW Riverwood Road Portland, Oregon 97219	16,988.4	RIVERWOOD; TL 300 LOT 9 MAP 4231
Muller, Richard & Mertie 11821 SW Riverwood Road Portland, Oregon 97219	12,200	RIVERWOOD SUB L 11-14; LOT Q&R MAP
Tarr, Susan 11829 SW Riverwood Road Portland, Oregon 97219	14,400	RIVERWOOD; TL 1000 LOT 10 MAP 4231
Zupan, Michael 11833 SW Riverwood Road Portland, Oregon 97219	27,500	RIVERWOOD; TL 400 LOT 10 MAP 4231

### III. GENERAL DESCRIPTION OF PROPOSED CONVERSION

Pursuant to ORS 758.225(2)(b), Petitioners are seeking to convert all existing overhead electric and communication facilities to underground facilities for the properties listed above. The overhead facilities will then be placed underground requiring trenches to be dug along the roadway and from the road to the various properties. The underground facilities will be connected by transformers which will be placed on several, but not all, of the properties in the Underground Assessment District.

EXHIBIT A  
PAGE 2 OF 5

IV. REQUEST FOR PROCEEDING

Pursuant to ORS 758.225(2)(c), Petitioners request that the Multnomah County Board of Commissioners institute proceedings to form an Underground Assessment District comprising the boundaries set forth above, pursuant to procedures and requirements of ORS 223.389.

✓ Kenneth Boyda ✓ Virginia Boyda  
Kenneth Boyda Virginia Boyda

✓ Bob Backwood ✓ Elaine Franklin  
Bob Backwood Elaine Franklin

✓ Robert Palmer ✓ Judith Palmer  
Robert Palmer Judith Palmer

NR Dedre Marriott ✓ Michael Zupan  
Dedre Marriott Michael Zupan

✓ William McCormick ✓ Gail McCormick  
William McCormick Gail McCormick

✓ Glen Davis \_\_\_\_\_  
Glen Davis Susan Tarr

✓ Kristian Foden-Vencil ✓ Feenue Foden-Vencil  
Kristian Foden-Vencil Feenue Foden-Vencil

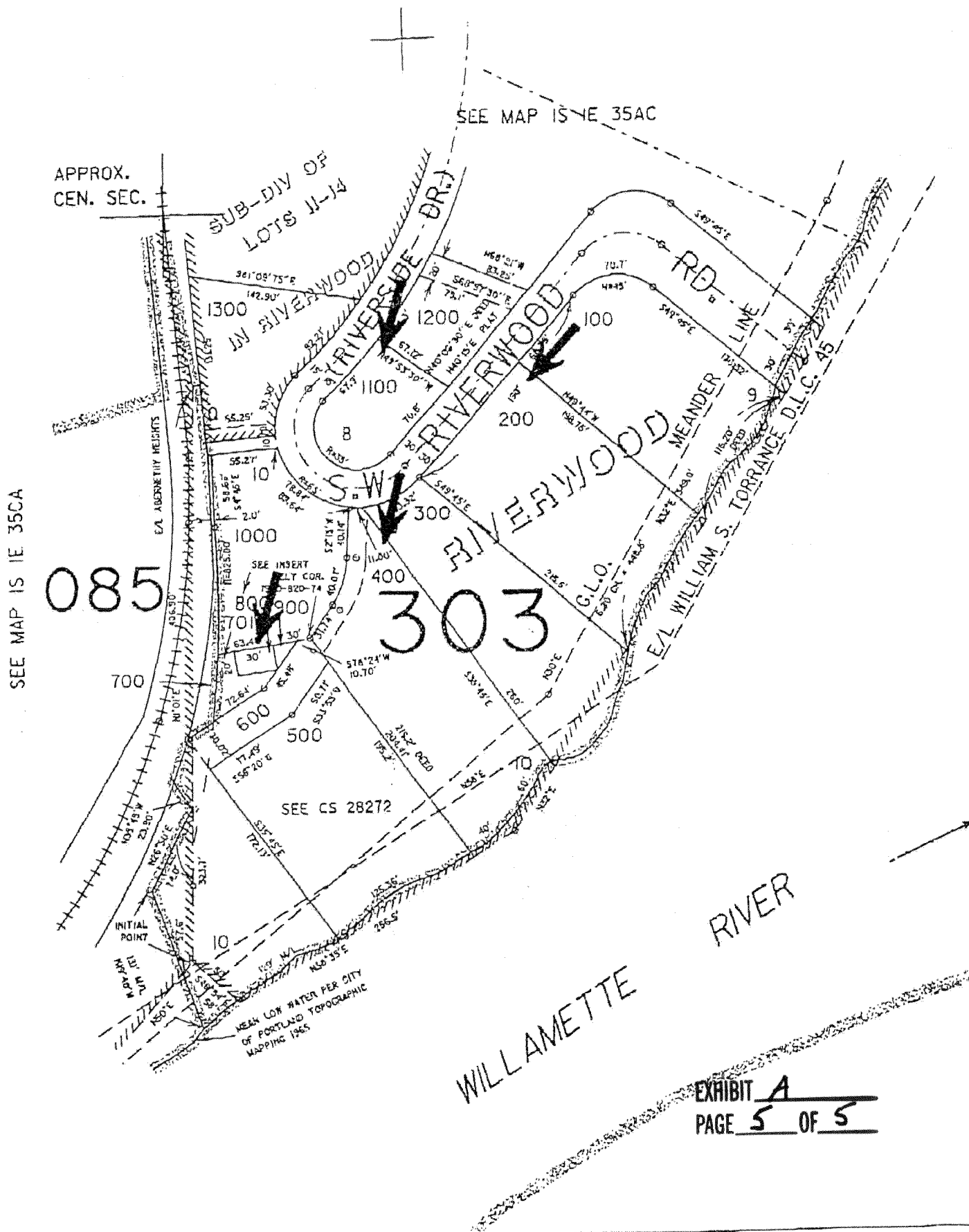
EXHIBIT A  
PAGE 3 OF 5





THIS MAP WAS PREPARED FOR  
ASSESSMENT PURPOSE ONLY

NW1/4 SE1/4 SE1/4  
MULTNO





## MULTNOMAH COUNTY OREGON

DIVISION OF ASSESSMENT & TAXATION  
501 SE HAWTHORNE BLVD SUITE 175  
PORTLAND, OREGON 97214-3577

ADMINISTRATION  
PHONE: (503) 988-3345  
FAX # (503) 988-6849

### CERTIFICATE OF SUFFICIENCY

This is to certify that as of December 13, 2001 according to the Multnomah County tax records, the attached PETITION FOR THE CREATION OF UNDERGROUND ASSESSMENT DISTRICT contains the apparent signatures of not less than 60% of the landowners within the proposed Underground Assessment District, who own not less than 60% of the land area within the proposed district.

The Petitioners' signatures were verified as explained in Exhibit 1, the Certificate of Vicki K. Ervin, Director of Elections For Multnomah County, certifying that 12 of the 13 signatures on the Petition match the signatures on the voter registration on file with the Multnomah County Elections Division.

Kathleen A. Tuneberg

Kathleen A. Tuneberg  
Tax Collection and Records Manager  
Multnomah County

1/23/02  
Date

EXHIBIT B  
PAGE 1 OF 2

**VICKI K. ERVIN**  
Director of Elections



EXHIBIT 1

1040 S.E. Morrison St.  
Portland, Oregon 97214-2495  
503-988-3720  
503-988-3719 FAX

I hereby certify that I have examined the Petition for Creation of Underground Assessment District and have verified the signatures of the persons listed below.

Kenneth Boyda  
Virginia Boyda  
Bob Packwood  
Elaine Franklin  
Robert Palmer  
Judith Palmer  
Michael Zupan  
William McCormick  
Gail McCormick  
Glen Davis  
Kristian Foden-Venzil  
Jeanne Foden-Venzil

WITNESS MY HAND and SEAL this 20<sup>th</sup> day of December 2001.

VICKI K. ERVIN  
Director of Elections  
Multnomah County

EXHIBIT B  
PAGE 2 OF 2

**BOGSTAD Deborah L**

**From:** RYAN Matthew O  
**Sent:** Tuesday, April 09, 2002 4:37 PM  
**To:** NOVICK Steve; ROMERO Shelli D  
**Cc:** KINOSHITA Carol; BOGSTAD Deborah L  
**Subject:** RE: RIVERWOOD UNDERGROUND ASSESSMENT DISTRICT

Everybody,

Steve's comment is well taken. The changes to Section 3.D. necessitate we revise Section 3.A., to reflect that the 180 day time period doesn't begin until the County receives the deposit. The change to Section 3.A. should read as follows:

The Department will have 180 days from the date [of adoption of this Ordinance] the County receives the deposit required under Section 3.D. to prepare a written report on the proposed improvement to the Board in the manner set forth below.

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

**From:** NOVICK Steve  
**Sent:** Tuesday, April 09, 2002 1:35 PM  
**To:** RYAN Matthew O; ROMERO Shelli D  
**Cc:** KINOSHITA Carol; BOGSTAD Deborah L  
**Subject:** RE: RIVERWOOD UNDERGROUND ASSESSMENT DISTRICT

Matt -- I assume that means that the whole 180-day process does not start until they make that deposit -- do we need to clarify that anywhere else in the ordinance?

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

**From:** RYAN Matthew O  
**Sent:** Tuesday, April 09, 2002 1:26 PM  
**To:** NOVICK Steve; ROMERO Shelli D  
**Cc:** KINOSHITA Carol; BOGSTAD Deborah L  
**Subject:** RE: RIVERWOOD UNDERGROUND ASSESSMENT DISTRICT

Steve and Shelli,

What I recommend we do is simply propose the first sentence of Section 3.D. be revised to read as follows:

The Board [reserves the right] requires as a prerequisite to the [issuance] preparation of the report, [to require] the Petitioners pay a \$5,000 deposit to the County to cover the costs of preparing and issuing the report [to deposit funds in the amount of \$5,000 reasonably estimated to cover the County's costs to prepare and issue the report].

(Deleted language in brackets, new language underlined.)

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

**From:** NOVICK Steve  
**Sent:** Tuesday, April 09, 2002 12:16 PM  
**To:** ROMERO Shelli D; RYAN Matthew O  
**Subject:** FW: RIVERWOOD UNDERGROUND ASSESSMENT DISTRICT

Matt -- Commissioner Rojo will probably make the motion for the amendment to the '\$5,000 deposit' language. Please send proposed amendment language to Shelli Romero as well as me.

Shelli -- Info on the \$5,000 charge for Maria. Read from the bottom up! Matt's e-mail explaining the County's authority to impose such a fee, my question about using road funds, his response.

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

**From:** RYAN Matthew O  
**Sent:** Tuesday, April 09, 2002 11:20 AM  
**To:** NOVICK Steve  
**Cc:** BOYER Dave A  
**Subject:** RE: RIVERWOOD UNDERGROUND ASSESSMENT DISTRICT

Yes, i.e. Transportation Staff would perform civil engineering services, like evaluating plans and designs, contacting contractors etc in conjunction with the report and after if the project is approved. Their time spent on this work could not be billed to road fund alone. If it was billed to road fund, the fund would have to be reimbursed. This is so because the conversion of a public utility to underground service is not a legitimate road fund expenditure. The County unlike almost every other local government doesn't have a general public works type department any more.

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

**From:** NOVICK Steve  
**Sent:** Tuesday, April 09, 2002 10:20 AM  
**To:** RYAN Matthew O  
**Subject:** RE: RIVERWOOD UNDERGROUND ASSESSMENT DISTRICT

Matt -- did you say that our road funds can't be used for report-preparation, although road-type-personnel would be used to write it?

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

**From:** RYAN Matthew O  
**Sent:** Monday, April 08, 2002 4:46 PM  
**To:** NOVICK Steve  
**Subject:** RIVERWOOD UNDERGROUND ASSESSMENT DISTRICT

Steve,

You asked me to respond about the basis to impose the deposit fee. I'm making a distinction between the "assessment" (i.e. the actual cost for the conversion of the utility, including but not limited to: notice, bond costs, bond counsel fees, design and construction costs) as opposed to those costs incurred to prepare the report to the Board. Although the cost of this project as been estimated to be at an amount of money that it wouldn't be cost effective to purchase bonds, those are the cost normally included in the assessment. The assessment cost will be assessed against the properties.

The deposit to cover the report is more in line with the fees for permits and vacation petitions or other similar actions provided by ordinance. See e.g. MCC 11.001 and MCC 7.050 to 7.067. MCC 11.001 discusses the general authority of the County to impose fees for services. MCC 7.050 to 7.067 identify fees imposed for various

services the County performs in conjunction with public works, street vacations and the like.

The Board could however chose to not require the deposit and just roll over the costs of the report into the assessment. But as we discussed if the conversion doesn't occur, than the County has no means to seek reimbursement for the report preparation costs. We can amend the ordinance to require the deposit or by resolution impose the deposit after the ordinance is approved.

Matt R.

**R-4 First Reading April 11, 2002**

**Amendments to Special Ordinance for Underground Conversion Proceedings**

**Motion to Amend the Section 3 A. on page 4, to be revised to read as follows:**

**The Department will have 180 days from the date the County receives the deposit required under Section 3.D. to prepare a written report on the proposed improvement to the Board in the manner set forth below.**

**And**

**Motion to Amend the first sentence of Section 3 D. on page 5, to be revised to read as follows:**

**The Board requires as a prerequisite to the preparation of the report, the Petitioners pay a \$5,000 deposit to the County to cover the costs of preparing and issuing the report.**



Ham, Bacon, Sausage

## PORTLAND PROVISION CO.



Luncheon Meats

931 N. Peninsular Avenue  
P.O. Box 17066, Portland, Oregon 97217

Dedro Marriott

FACSIMILE COVER SHEET

Phone: (503) ~~289-1161~~  
635-9584  
381-4287Fax: (503) ~~289-1161~~  
503 635-9584

TO:

Deb Bogstead

MESSAGE NO.:

DATE Apr 10 2002 TIME: 4:00pm

ATTN:

# OF PAGES TO FOLLOW: 12

FROM:

Dedro Marriott

MESSAGE:

I intended to be present at 9:30 am 4/11/02  
for the presentation of the U.N.D. for Reverend R.  
However I have hemorrhoids and ask that you read

April 10, 2002

Deb Bogstead, County Clerk  
Multnomah County

My name is Dedre J. Marriott. I live at 11878 S.W. Riverwood Road. My property has been included in the proposed Underground Utility District.

Originally I was in favor of forming the district. At a neighborhood meeting on January 23, 2001, I was the one who suggested we look into forming a local improvement district or underground utility district and even researched the Oregon statutes for the group. I was asked by Bob Packwood to spearhead the project, since he was in Washington, D.C. most of the time. I declined, stating that I was instrumental in forming the first L.I.D. on record in Washington County back in 1975 and know such an action can divide a community. I did not want to begin my residency in Riverwood in such an adversarial role. Instead I researched the history of LID's and UUD's in the city of Portland and county of Multnomah and supplied the interested neighbors with background information. I discovered that there has not yet been a successful acceptance of either district formation in either the city or county. I was sent a copy of "A Report to the (Portland) City Council Compiled by the Utility Undergrounding Citizens Advisory Committee" presented March 29, 2000. This report was in response to the City Council's ordinance passed on August 12, 1998 to establish such a committee to study the feasibility of converting overhead utilities to underground and to report findings and recommendations to the Council. I enclose a copy of that study and quote from the source.

All of the neighbors questioned PGE as to the cost of the project, but were told that they would not give us an exact quote until the district was first formed. I called an electrical contractor and a trench digging contractor who could give me an estimate of my individual costs to bring the lines from the new transformer into my home. They also verified estimates provided for by PGE as to the overall cost of going underground for our eleven houses. Because the telephone pole outside of my house would have to be removed for the project, my new costs included erecting a new shorter pole and light to provide security lighting for my cul-de-sac. I estimate my total costs to be between \$15,000 and \$20,000.

After studying the history of underground utility districts for city of Portland and Multnomah County, I discovered there was only one district formed, the one located in Hillsdale, and it failed. I also learned that the Portland City Council's Advisory Committee study concluded that the answer to 'Why underground?' is one-fold: "...to bury overhead wires is aesthetic. Undergrounding is consistent with the City's commitment to 'style and beauty ... " \* not to prevent outages or improve service. Only the neighbors living above the last bend in Riverwood Road, the ones who improve their view of the river by eliminating the ugly wires and poles are benefitted by underground utilities at this time.

Therefore I concluded that the \$15,000 to \$20,000 price tag to underground utilities for my residence alone cannot be justified. On January 15, 2002, I telephoned Matthew Lowe, the attorney hired by the UUD for lower Riverwood Road, and advised him to remove my signature from the petition.

\* Utility Undergrounding Citizens Advisory Committee, "A Report to the Portland City Council Compiled by the Utility Undergrounding Citizens Advisory Committee", March 29, 2000, pg. 2.

## City of Portland

**Utility Undergrounding Citizens Advisory Committee****City Council's Charge**

The Utility Undergrounding Citizens Advisory Committee (UUCAC) was initiated by City Council with the purpose of investigating the feasibility of a City policy on undergrounding overhead utilities. The UUCAC was created following City Council's action on August 12, 1998. On that day Council passed an ordinance to establish a committee "...charged with identifying the issues and financial feasibility of converting existing overhead utilities to underground facilities ...and make a report of their findings and recommendations to the Council."

**UUCAC Members**

The UUCAC was made up of thirteen people with different backgrounds, varied interests, and from assorted Portland neighborhoods. UUCAC members include:

- Carl Talton, PGE (Chair)
- Pamela Alegria, Willamette Pedestrian Coalition
- Ben Baldwin, Tri-Met
- Katherine Bang, Hollywood/Sandy Project
- Sheila Holden, Pacific Power
- Louis Martinez, Lents Town Center project
- Greg Peden, US West
- Keturah Pennington, Hillsdale resident
- Wes Risher, Hillsdale Neighborhood Assn
- David Rohr, The Equity Group/Portland Metro Assn of Realtors
- Paulette Rossi, PURB East Portland rep
- Rick Seifert, Hillsdale resident
- Kim White, Metro - Transportation Management

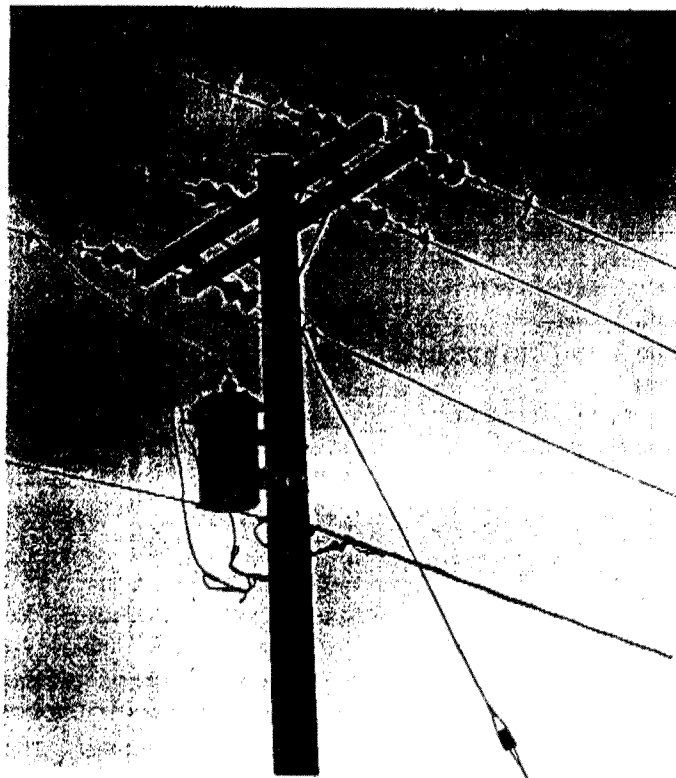
**UUCAC Support**

The efforts of the UUCAC were supported by a number of City staff as well as others. Those that provided significant assistance to this effort are listed below:

- Curt Nichols, Portland Energy Office (lead staff person)
- Betsy Ames, Mayor's Office
- Matt Brown, Portland Office of Transportation
- Bob Durston, Erik Sten's Office
- Jordan Epstein, Office of Fiscal Administration
- Deane Funk, Portland General Electric
- Don Gardner, Portland Office of Transportation
- Richard Gray, Portland Office of Transportation
- Bill Graham, Portland Office of Transportation
- Mary Beth Henry, Office of Cable and Franchise Management
- Martin McAllister, AT&T Cable Services
- Ben Walters, City Attorney's Office
- Jim Walters, Pacific Power
- Chris Zahas, Portland Development Commission

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**A Report to the Portland City Council**  
**Compiled by the**  
**Utility Undergrounding Citizens Advisory Committee**



**Presented to Council**

**on**

**March 29, 2000**

**Carl Talton, Committee Chair**  
**Rick Seifert, Lead Author – Majority Recommendation**  
**Paulette Rossi, Minority Opinion**

## **Report of the Utilities Undergrounding Citizens' Advisory Committee (UUCAC)**

**"The best that Portland can be is a city that grows with style and beauty."**

*Mayor Vera Katz*

*State of the City address, January 28, 2000*

### **Summary of Recommendations:**

- Reserve a portion of utility franchise fees for undergrounding.
- Promote undergrounding options for Urban Renewal Projects and other major infrastructure improvements in Portland.
- Include undergrounding provisions in future utility franchise agreements.

### **Background: Who we are and what we did.**

In August 1998, the City Council called for a committee to be formed to study the viability of undergrounding utilities in Portland communities. The impetus for the Council's action was the failed effort to establish an Underground Utility District in the Hillsdale Town Center.

The committee consisted of representatives from PGE, Pacific Power, US West, Tri-Met, Metro and various neighborhoods and affiliated organizations. It received technical assistance from City staff and utility personnel. For a complete list of members and advisors, see the inside of the front cover.

Undergrounding entails putting overhead utility wires underground. Transformers usually remain above ground at street level, and poles are still required for street lights. Undergrounding also requires affected customers to convert and to reconnect to new underground cables.

During seven work sessions, we considered the pros and cons of undergrounding, a realistic scope for undergrounding within the city, and numerous potential methods of paying for it. We also studied undergrounding in other cities, both in Oregon and elsewhere. We considered City maintenance staff's concerns about on-going

undergrounding and about maintenance of existing undergrounded wires and conduits. We heard from utility officials who have worked on and are currently working on proposals for funding undergrounding projects.

In the course of our work we considered the following issues:

- Benefits and liabilities of undergrounding
- Affordability
- Cost determinants
- Budget constraints
- Cost to individual property owners and to the City
- Fairness and equity of funding mechanisms
- Criteria for prioritizing project selection
- On-going operations and maintenance

## Why Underground?

Our study found the primary reason to bury overhead wires is aesthetic. Undergrounding is consistent with the City's commitment to "style and beauty". We concluded it is appropriate to start undergrounding in Portland's highly visible 2040 Growth Concept Areas (Main Streets and Regional and Town Centers). While the committee majority would ideally like to see the entire city utility system undergrounded, we concluded that the cost, an estimated \$1.6 billion, is prohibitive.

The committee majority, consisting of all but one of our members, found that improving the appearance of streetscapes in selected areas carries additional benefits beyond the removal of visual clutter. Among these benefits are:

- A one-time investment, undergrounding produces aesthetic returns for generations.
- Undergrounding creates equity between parts of the central city that have been undergrounded for years, and other areas of the city.
- Undergrounding facilitates construction of buildings to maximum heights by avoiding building-to-wire clearances.
- Undergrounding results in fewer poles, less clutter and better pedestrian access.
- Undergrounding allows a greater variety of approved street trees to be planted and to grow to their natural canopy.
- Maintenance costs, now attributed to expenses such as pole replacement and tree trimming, are less.

The committee majority believes other benefits may also result:

- More attractive streetscapes may encourage greater transit use and pedestrian activity.
- Undergrounding may encourage improved urban design.



- Undergrounding may promote pride in and patronage of neighborhood commercial areas as attractive places to frequent and shop.
- Undergrounding may contribute to increased property values in affected areas.

As it turns out, undergrounded wires offer only marginal advantages in preventing outages caused by wind storms or vehicular collisions. Undergrounded wires must be viewed as part of a larger, vulnerable above-ground system. Commercial areas, where undergrounding is located, are less likely to be the source of an outage in any case because they usually have fewer trees. Falling limbs are the principal cause of outages. We concluded that the advantage to be gained in this regard was not enough to solely justify undergrounding.

It was further noted that distribution problems in an underground system, while far less frequent, can be more difficult to locate and may cause longer interruptions of service.

## What undergrounding would cost

Studies of several communities reveal that the costs of undergrounding vary widely. It has been estimated at \$100/foot in Lents, \$146/foot in Hillsdale, and \$170/foot along the IMAX project. Recent undergrounding projects cost \$185/foot along N River Rd in Keizer and \$250/foot in Sherwood's Old Town. At the high end of the scale was a \$1,000/foot estimate for the hard-to-underground Hollywood area.

Among the conditions accounting for the variance are differences in terrain, existing right of ways, number of service providers, population density, type of utility service, conflicting underground uses, excavation costs, engineering costs and conflicts with other existing infrastructure.

In addition to the cost of undergrounding in the distribution system is the cost to property owners for conversion and reconnection to the underground. This cost also varies widely—from \$500 to \$5,000 or more, in the case of large commercial properties. The large range results from many of the conditions cited above and from other site-specific variables. In percentage terms, these costs to property owners can range from roughly 5 percent to 33 percent of total undergrounding costs.

To give an idea of the total of both kinds of costs, in the Lents Town Center, the estimate was \$410,000 for the distribution undergrounding cost of trenching, vaults and conduit and \$125,000 for property conversion/reconnects—for a total of \$535,000. The Lents area under consideration for undergrounding is 4,100 lineal feet or six blocks long, from 88<sup>th</sup> to 94<sup>th</sup>, and extends a block and a half in each direction into cross streets.

An additional associated cost to be considered is the optional replacement of utility poles with standing street lamps. Unit costs range from \$2,500, for basic cobra-head fixtures and poles, to \$15,000, for high-end twin ornamental street lights.

Undergrounding costs can be reduced if work done in conjunction with other streetscape improvements such as the replacement of pavement or sidewalk. Such complementary work could be one of several criteria used in prioritizing projects.

## Policy options considered

Assuming the City agrees to a program for undergrounding utilities in target areas, policy options fall into two categories: funding and criteria for project selection.

Because several successful models for project selection and prioritization exist (notably in San Antonio, Colorado Springs and the State of California), we believe this policy option should be addressed after the City commits to a utilities undergrounding program.

Funding presented the greatest number of options to be considered and was the more politically sensitive issue. It received the bulk of our attention.

We considered numerous methods for financing, using feasibility, budget impact, appropriateness, fairness and administrative ease as major criteria for arriving at our recommendations.

Here are the funding options that we considered but eliminated. We have included a brief explanation for why we felt each was inappropriate:

- **Voluntary "check-off" contributions from utility bills.** Voluntary approach commendable, but questionable whether a check-off would raise amounts needed.
- **Local Improvement Districts and Underground Utility Districts.** Potential divisiveness (as in Hillsdale), fairness and equity questions and narrow funding base.
- **City mandate requiring that costs be paid either by ratepayers in the whole city or by those in the affected area.** Problem same as with establishing underground utility districts. Concerns about fairness, equity and cost/benefits would likely prompt ratepayer resistance. The City has not used this PUC-granted authority.
- **State rate adjustments approved by the State Public Utility Commission.** The PUC, set on keeping rates low and concerned about equity in fund distribution, would likely disapprove.
- **Statewide, legislature-approved surcharge.** Although used in California, the Oregon Legislature is likely to resist such a tax increase.

- **"Second Line" fee on internet connections.** Concern that a tax on new technology might discourage its spread. Moreover, services are expected to be combined onto a single "first" line, making a "second line" moot. There may also be a federal prohibition on such a tax.
- **"Blight Tax" on billboards, animated signs, advertising sold by Tri-Met, and other off-premises signs deriving benefit from proximity to the public right of way.** City may lack authority and capacity to impose such a tax.
- **Federal funding for transportation and/or transit through Metropolitan Transportation Improvement Program (MTIP).** Under current MTIP criteria, utility undergrounding along city streets could be funded in conjunction with "boulevard-like" streetscape improvements, which are focused primarily in key 2040 Growth Concept areas. MTIP funds are limited and undergrounding would have to compete with numerous other regional priorities. It is unclear whether federal highway funds can be used for utility relocation or undergrounding.
- **Voter approved bonds.** This source of funds would have to compete with other bond measures for voter approval.
- **Self-imposed tariff approved by city voters, subject to City Council and PUC approval.** Likely voter resistance due to perceived lack of benefit.

## Recommendations

### 1. Reserve a portion of utility franchise fees for undergrounding.

The revenue stream from franchise fees paid to the City has been increasing as usage increases. In the future, changes proposed by the Legislature, the PUC, and competing service providers may restrict the growth of these revenues. Presently, it is difficult to estimate future franchise revenues. Nevertheless, part of any increase should be set aside to help finance utility undergrounding projects in Metro 2040 Concept Areas.

The attractiveness of this funding source is two-fold:

- Undergrounding wires would be paid for by the funds generated by a system overwhelmingly reliant on overhead wires. In other words, the problem itself would be the source of funds paying for the solution.
- Because the funds for undergrounding are based on revenue increases over a budget baseline, new allocations would not cut into existing spending levels.

The committee majority recommends that Council direct the Office of Finance & Administration to create a mechanism that will generate adequate funds through inflation-adjusted revenue increases in franchise fees. We estimate that to pay for a long-term undergrounding effort, between one third and one half of those inflation adjusted revenue increases will be needed.

In addition to these new franchises, both the electric utilities that serve Portland will have an opportunity to renew their franchises in the next few years. As part of Sierra Pacific's purchase of Portland General Electric (PGE), the City is considering asking Sierra Pacific for a formal franchise to replace the existing agreement it has had with PGE. Pacific Power's franchise agreement will expire in about six years. In all these cases, the City Council should include undergrounding provisions in franchise negotiations.

## **Conclusion**

All but one member of the committee agreed that the advantages and value of undergrounding in Metro 2040 Concept Areas outweigh the disadvantages. The opinions of the dissenting member are expressed in the minority report (attached). The majority feels that, with its strong commitment to developing with style and beauty, the City of Portland should embark on a program to implement undergrounding 2040 concept areas where local support exists. Starting in the 2002-2004 budget, funding should commence as outlined under our first recommendation.

The committee majority further believe that as part of this implementation, the City should assist property owners in obtaining low-cost financing through LIDs and other means in an effort to reduce the impacts of conversion and reconnection costs.

page 1 of 2 pages

Undergrounding utilities....Minority Report.....No City involvement in undergrounding.....Paulette Rossi.....February 2000

"It is no longer our resources that limit our decisions; it's our decisions that limit our resources." -U. Thant

"It all depends on how we look at things, and not on how they are."  
--Carl Jung

To argue that Portland will lose its livability if overhead lines remain fails to acknowledge that Portland with overhead lines in place is already the national model for livability. The region's primary tool for creating livability is the light rail which runs on overhead lines.

"The art of being wise is the art of knowing what to overlook."  
-William James

Beauty and blight are matters of personal opinion. For some visual blight is overhead wires for others blight and civic decay are signified by hazardous pot holes in municipal roads.

"We think in generalities, but we live in detail."-Alfred North Whitehead

The average cost of \$800,000 per linear mile to underground utilities in the city right of way does not include the cost of new light poles or the trenching and conversion cost for each private and city-owned property.

"You should buy the best you can afford, not the poorest of what you can't."--Stanley Marcus  
In context the \$800,000 cost to underground an average linear mile of utility lines could pay

- 18-28 teachers' salaries for a year
- 10-11 police officers for a year (salary, benefits and misc. associated costs)
- pay winter energy bills for more than 4,000 low-income households
- pay the sewer and water bills for 2,000 customers for a year

(adapted from undergrounding committee notes 11-16-99)

"The chain is as strong as its weakest link."--proverb

An underground distribution system "is not as susceptible to automotive accidents and inclement weather as an overhead system is but it is still fed by exposed transmission lines and sub-stations which generate their share of outages. While an underground system tends to be more reliable, outages can be longer and more expensive to repair because of the difficulty in locating and repairing problems." (Portland Energy Office FAQs)

"The aim of legitimate business is service, for profit, at a risk."--Benjamin C. Leeming

The utilities have been reluctant to actively pursue undergrounding because of the belief that the PUC is dedicated to keeping rates down, not approving rate-hikes for visual enhancement. The utilities have not promoted undergrounding to the public because of negative backlash over project costs. If

undergrounding page 2 minority report Paulette Rossi

the City encourages or mandates undergrounding, government receives the criticism concerning affordability and practicality while the private utilities are positioned to profit from such billable services as undergrounding project management, streetlighting and financing. (Underground Conversion Project, PGE, June 10 1998)

"Salesmanship consists of transferring a conviction by a seller to a buyer."--Arnold H. Glasgow

In an atmosphere of deregulation, profit-maximizing utilities like Portland's private utilities have strong monetary incentive to be accountable to customers' wishes. To the extent that the public is willing to buy visual enhancement the utilities have the freedom to develop and profit from technology that removes overhead wires.

"If politics is the art of the possible, research is surely the art of the soluble." Sir Peter Medawar

Research and development not government intervention should decide the technology for power distribution or energy self-generation.

"Behind every great achievement is a dreamer of great dreams."  
--Robert K. Greenleaf

JEFFREY T. NOLES

**JEFFREY T. NOLES**  
ATTORNEY AT LAW

PACIFIC BUILDING, SUITE 414  
520 SOUTHWEST YAMHILL STREET  
PORTLAND, OREGON 97204-1326

TELEPHONE  
(503) 224-1900  
FAX (503) 224-0604  
E-MAIL  
JeffNoles@Email.com

April 10, 2002

**Via FAX (503)988-3013**

Deb Bogstag, Hearings Coordinator

**Re: Assessment District Proposed by  
Robert Packwood  
1<sup>st</sup> Reading: 04/11/02, 9:55 a.m.**

Dear Deb,

I am the attorney for Dr. and Mrs. Noles who live at 11859 S.W. Riverwood Road.

They are retired and oppose the proposed Assessment District. The burying of the electric lines will have no benefit to their property. It will only cost them money to make the Packwood's view of the river more desirable.

When the Packwoods purchased their home, they knew what they were getting into. If they didn't like the power lines obstructing their view, they should have bought a home in a different location.

Very truly yours,



Jeffrey T. Noles

JTN:sh

cc: Dr. and Mrs. Omar J. Noles

MEETING DATE: April 11, 2002  
AGENDA NO: WS-1  
ESTIMATED START TIME: 10:45 AM  
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Board Work Session

BOARD BRIEFING: DATE REQUESTED: \_\_\_\_\_  
REQUESTED BY: \_\_\_\_\_  
AMOUNT OF TIME NEEDED: \_\_\_\_\_

REGULAR MEETING: DATE REQUESTED: Thursday, April 11, 2002  
AMOUNT OF TIME NEEDED: 1 Hour

DEPARTMENT: DBCS  
CONTACT: Tony Mounts

DIVISION: Budget & Performance Management  
TELEPHONE #: 503/988-4185  
BLDG/ROOM #: 503/4th Floor

PERSON(S) MAKING PRESENTATION: John Rakowitz, Tony Mounts and Dave Boyer

**ACTION REQUESTED:**

☒ INFORMATIONAL ONLY   ☒ POLICY DIRECTION   ☐ APPROVAL   ☐ OTHER

**SUGGESTED AGENDA TITLE:**

*Board Work Session on the Multnomah County 2002-2003 Budget Including: 1) Urban Renewal Update; 2) Board Work Session Topics Before and After Proposed Budget; 3) Budget Format*

**SIGNATURES REQUIRED:**

ELECTED OFFICIAL: *Diane M. Linn*

(OR)

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

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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





# MULTNOMAH COUNTY, OREGON

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**COUNTY COMMISSIONERS**

DIANE LINN, CHAIR  
MARIA ROJO DE STEFFEY, DISTRICT #1  
SERENA CRUZ, DISTRICT #2  
LISA NAITO, DISTRICT #3  
LONNIE ROBERTS, DISTRICT #4

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**DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES**

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MULTNOMAH BUILDING  
501 SE HAWTHORNE BLVD. 4TH FLOOR  
PO BOX 14700  
PORTLAND, OR 97293-0700  
PHONE (503) 988-3312  
FAX (503) 988-3292

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**MEMORANDUM**

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To: Board of County Commissioners  
John Rakowitz, Chief of Staff,

From: Dave Boyer, Finance  
Sandy Duffy, County Attorney  
John Thomas, County Attorney  
John Riles, Assessment and Taxation

Date: April 4, 2002

Subject: Update on *Shilo Inn* Case – Recommendation to Support DOR Proposal for Implementation

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**INTRODUCTION** (Note: The numbers used in this report are estimates only and will change based on actual data)

The purpose of this memorandum is to update you on developments since the Supreme Court decision in *Shilo Inn Portland/205 LLC v. Multnomah County*. As you know, Shilo held that taxes generated by school levies and GO bond levies for urban renewal division of taxes is subject to the Measure 5 limit as local government taxes. As a result of the decision, assessors are required to allocate to each account, within the Measure 5 limit for local government, the entire dollar amount of urban renewal division of tax revenues, including those revenues generated by school levies and bond levies. The Department of Revenue (DOR) is in the process of drafting a rule to implement *Shilo*. Two different options are under serious consideration.<sup>1</sup> Modeling was done using 2001-02 data to determine the effect of each option on local government and urban renewal levies. As you will see in the following discussion, the effects on the County General Fund and Library Local Option Levy are not significantly different under either of the methods that were modeled. Had the *Shilo* decision been in effect in 2001/2002 the combined total estimated losses for the County General Fund and Library Local Option Levy would have been \$1,414,488 under one option and \$1,181,609 under the other. However, the differences between the options as they affect the Urban Renewal portion are significant. The total estimated losses for Urban Renewal are \$111,031 under one option compared to \$2,218,539 under the other.

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<sup>1</sup> A third option was considered and modeled but has been rejected because it would result in assessment of taxes for urban renewal across county lines.

## RECENT DEVELOPMENTS

Technical experts and attorneys representing the Department of Revenue, Portland Development Commission, City of Portland and Multnomah County have been meeting regularly since the *Shilo* decision was issued. As a result of these meetings the following has occurred:

- A Motion for Reconsideration has been filed with the Supreme Court requesting that the court review its decision. We do not know when the court will address the motion.
- The DOR is preparing to issue a rule to implement *Shilo* for the 2002-03 tax year. The rule must be in place no later than June 1, 2002 to allow assessors time to have their computer programs revised so bills can go out on time. The DOR has issued a preliminary outline of a proposed rule. The DOR has requested that comments on the proposal be submitted.
- Preliminary modeling on the effect of the *Shilo* decision has been completed. Modeling of the effect of the two methods under consideration is shown below. As you will see, the effects on the County general fund and library levy are not significantly different under any of the methods that were modeled.

Additional modeling was also done to show the impact in the 2001-02 tax year had *Shilo* and the new library levy and the parks levy all been in effect. Because this modeling has not been cross checked by others, it is less reliable and the hard numbers therefore are very rough estimates only. Also, because this modeling was done using 2001-02 data, it does not predict with any accuracy what the actual losses will be in the 2002-03 tax year. No modeling been done showing the expected effect of *Shilo* in the 2002-03 tax year. What this modeling does show is that adding the new levies to the equation results in only modest changes in the effect of *Shilo* under each alternative.

## THE DOR PROPOSAL FOR IMPLEMENTATION OF *SHILO*

The DOR proposal would spread the division of urban renewal tax revenues from schools and bond levies across the area "shared" by the taxing district and the municipality and any part of the urban renewal area that was located outside the municipality. This "shared value area" is the same area that is subject to the special urban renewal levy for existing urban renewal plans. There is no significant difference for Multnomah County between the two proposals that are under consideration. However, the DOR proposal reduces the impact on urban renewal agencies by a substantial sum over the other proposal. Without consideration of the new levies, the total loss to all local governments in the county, excluding urban renewal areas, under this proposal would be \$3,200,136 and the urban renewal areas would lose about \$111,030. The County's losses would be \$1,101,772 to the General Fund and \$312,716 to the Library Local Option Levy.

This alternative also has the effect of increasing property taxes for schools in the amount of \$2,930,522. Because of the state school funding formula it is likely that this will simply reduce state funding for schools in an equal amount. Under this alternative the Portland Public Schools would have received about \$320,000 more in local option money in 2001-02, which would not be offset by the school funding formula.

Some property tax payers would receive a reduction under this alternative. The total estimated reduction to these taxpayers would be \$380,644.

This alternative was how urban renewal taxes were calculated prior to the enactment of BM 47/50.

## ALTERNATE IMPLEMENTATION METHOD

The other alternative that is being considered spreads the division of taxes in only the urban renewal plan code areas. This alternative is only marginally better than the DOR proposal for Multnomah County but significantly impacts funding for urban renewal agencies. Again, without consideration of the new levies, the total loss to all local governments in the County, excluding urban renewal areas, under this proposal would be \$3,025,550 and the urban renewal areas would lose about \$2,218,539. The County's losses would be \$1,039,973 to the General Fund and \$249,782 to the Library Local Option Levy.

This alternative also has the effect of increasing property taxes for schools in the amount of \$1,726,946. Because of the state school funding formula it is likely that this will simply reduce state funding for schools in an equal amount.

Some property tax payers would receive a reduction under this alternative. The total estimated reduction to these taxpayers would be \$3,517,143.

## COMPARISON TABLE

The following table shows the impacts on the County, City, PDC and Education Districts of the DOR proposal and the other alternative that is being considered. These comparisons are based on data from the 2001-02 tax year without taking into account the proposed new library, public safety and City of Portland local option levies. We are in the process of calculating the impacts on the proposed levies. Projections for the 2002-03 tax year have not been done.

District	Gains and losses <b>without</b> consideration of new levies (based on 2001/2002 tax data )	
	DOR Proposal (losses)	Alternate Proposal Gains (losses)
County General Fund	\$(1,101,772)	\$(1,039,973)
Library Local Option	(312,716)	(249,782)
Public Safety Local Option	N/A	N/A
City of Portland	(1,640,583)	(1,548,242)
City of Portland Local Option	N/A	N/A
Urban Renewal	(111,030)	(2,218,539)
Other Districts	(145,065)	(187,553)
Education Districts	2,930,522	1,726,946
Total	\$(380,644)	(3,517,143)

# **MULTNOMAH COUNTY 2002-2003 BUDGET WORK SESSION AND HEARING SCHEDULE**

**9:30 AM to 12:00 PM Tuesdays, Wednesdays and Thursdays as Listed Below**

Unless otherwise noted, all Sessions held at the Multnomah Building  
First Floor Commissioners Boardroom 100, 501 SE Hawthorne Boulevard, Portland

The Board of Commissioners, Auditor, District Attorney, Sheriff and Invited Participants Will Meet to Discuss Multnomah County 2002-2003 Budget Issues. Facilitated by John Rakowitz and Tony Mounts. **[These are Public Meetings and Interested Persons are Welcome to Attend, However Public Testimony Will be Taken During Budget Hearings Scheduled in May and June.]** Turn on Cable Channel 30 or log onto <http://www.co.multnomah.or.us/cc/board.html> to View Live Broadcast. Log onto <http://www.co.multnomah.or.us/---> for Updated Multnomah County Budget Information and Opportunity to Provide On-Line Testimony.

## **Tuesday, April 23**

9:30-12:00 Health and Human Services Group Policy Framework Discussion

## **Wednesday, April 24**

9:30-11:45 General Government Policy Groups: Library, Business and  
Community Services, Facilities, Emergency Management,  
Diversity, Policy Framework Discussion  
11:45-12:00 BIT Update

## **Wednesday, May 1**

9:30-12:00 Public Safety Policy Group, Policy Framework Discussion

## **Thursday, May 2**

9:30-Regular Board Meeting Chair Diane Linn 2002-2003 Executive Budget Message and  
Consideration of Resolution Approving Executive Budget for  
Submission to Tax Supervising and Conservation Commission

## **Tuesday, May 7**

9:30-10:30 Fiscal Year 2003 Budget – Financial Overview  
10:30-11:00 Citizen Budget Advisory Committee Recommendations  
11:00-12:00 Department of Library Services

**Wednesday, May 8**

9:30-11:00 Department of Business and Community Services  
11:00-12:00 Non-Departmental

**Tuesday, May 14**

9:30-10:00 Public Safety Group Overview  
10:00-11:00 District Attorney  
11:00-12:00 Sheriff's Office  
**6:00 - 8:00 p.m. Public Budget Hearing on the 2002-2003 Multnomah County Budget – Portland Community College, Cascade Campus Cafeteria, 705 N Killingsworth, Portland**

**Wednesday May 15**

9:30-10:30 Department of Juvenile and Adult Community Justice  
10:30-12:00 Public Safety Group – Issues Discussion

**Tuesday, May 21**

9:30-10:00 Health and Human Services Group Overview  
10:00-11:00 Health Department  
11:00-12:00 Department of County Human Services

**Wednesday May 22**

9:30-10:30 Office of Community and School Partnerships  
10:30-12:00 Health and Human Services - Issues Discussion

**Tuesday, May 28**

9:30-12:00 Capital Budget Review  
**6:00 - 8:00 p.m. Public Hearing on the 2002-2003 Multnomah County Budget – Multnomah County East Building, 600 NE 8th Street, Sharron Kelley Conference Room, Gresham,**

**Wednesday, May 29**

9:30-12:00 Response to Board questions from earlier meetings

**Tuesday, June 4**

9:30-12:00 Review Amendments to Fiscal Year 2003 Approved Budget

**Wednesday, June 5**

9:30-12:00                      If needed

**Thursday, June 6**

10:30-12:00 p.m.      **Tax Supervising and Conservation Commission Public Hearing  
on the 2002-2003 Multnomah County Budget - Multnomah  
Building, Commissioners Boardroom 100, 501 SE Hawthorne  
Boulevard, Portland**

**Tuesday, June 11**

9:30-12:00                      Response to Board questions from earlier meetings  
6:00 - 8:00 p.m.      **Public Hearing on the 2002-2003 Multnomah County Budget –  
Multnomah Building, Commissioners Boardroom 100, 501 SE  
Hawthorne Boulevard, Portland**

**Thursday, June 13**

9:30-12:00                      Regular Board Meeting – Final Action Fiscal Year 2003 Budget

Questions?

Contact the Office of Multnomah County Chair Diane Linn  
(503) 988-3308

## Public Safety Group

Public Safety Group

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Public Safety Group Summary

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District Attorney

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Sheriff

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Department of Community Justice

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### Group Description

The Public Safety Group is comprised of three departments, including the elected offices of the District Attorney and the Sheriff. The Department of Community Justice is the third department. These departments provide effective and timely adult and juvenile criminal justice, medical examiner services, investigation and prosecution of a wide variety of crimes and infractions, child support enforcement, corrections, offender supervision, and treatment services to the citizens of Multnomah County. The departments in the group, in conjunction with the Local Public Safety Coordinating Council (LPSCC) are continuing to seek new efficiencies through technological innovation, and cooperation with our other local government agencies.

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### Policy Issues

- Issue #1
- Issue #2
- Issue #3

### Public Safety Group Budget Summary Information

#### Expenditure By Department

Department	FY 2001 Actual	FY 2003 Adopted	FY 2003 Proposed
DA		19,446,495	
DCJ		73,789,778	
MCSO			
Total	-	93,236,273	-

#### Staffing By Department

Department	FY 2001 Actual	FY 2003 Adopted	FY 2003 Proposed
DA	0	215.33	
DCJ	0	629.48	
MCSO	0	962.53	
Total	0	1807.34	0



Public Safety Group  
FY 2003  
Proposed Budget

Budget By Category of Expenditure

	FY 2001 Actual	FY 2003 Adopted	FY 2003 Proposed
Salaried & Employee Benefits	-	123,097,695	
Contractual Services	-	20,698,625	
Materials & Supplies	-	39,102,790	
Capital Outlay	-	53,337,690	
Cash Transfer	-	2,035,873	
<b>Total</b>	<b>0</b>	<b>238,272,673</b>	<b>0</b>

Budget of Categories of Revenue

	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Beginning Working Capital	-	44,703,287	
Donations	-	6,500	
Fines and Forfeitures	-	750,000	
General Fund	-	2,035,873	
IG-Direct Federal Sources	-	19,866,674	
IG-Direct State Sources	-	36,789,445	
IG-Federal thru Local	-	17,506	
IG-Federal thru State of OR	-	3,289,071	
IG-Local Sources	-	4,183,881	
Interest Earnings	-	27,798	
Licenses and Fees	-	3,524,657	
Miscellaneous Revenue	-	102,366	
Nongovernmental Agencies	-	176,204	
Permits	-	144,009	
Property/Space Rentals	-	35,000	
Sales to the Public	-	1,511,905	
Service Charges	-	1,964,265	
Service Reimbursements	-	2,387,444	
<b>Total</b>	<b>-</b>	<b>121,515,885</b>	<b>-</b>



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### Department Description

The District Attorney's Office reviews and prosecutes criminal cases presented to us from seven police agencies within Multnomah County, represents the state in cases of dependency and delinquency, enforces child support orders and provides services to victims. In addition, the DA works in partnership with many other organizations to prevent and intervene in domestic violence and child abuse and eliminate chronic sources of crime.

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### Policy Issues

- Issue #1
- Issue #2
- Issue #3

### Vision Statement

To be the best public prosecutors office in the country. There are five key areas of achievement required: advocacy, intervention, innovation, education and fairness.

### FY 2002 Accomplishments

- Implemented the last phases of CRIMES development and implementation in the Juvenile Division.
- Reconstructed Felony Court Division to respond to the impacts of Measure 3, which affected forfeitures and any pending legal or legislative action stemming from that Measure.
- Tested and installed new case tracking system in the areas of juvenile dependency and termination of parental rights.
- Expanded the Multnomah County Community Court to the Westside and included a focus on mental health issues.

### FY 2003 Objectives

- **Information Technology.** Carry out and manage the migration from the mainframe and the replacement of the adult case tracking system (DACTS).

- **Grant Expirations.** Address funding issues concerning the expiration of grants.
- Reassess services in the Domestic Violence Unit in light of the loss of two Violence Against Women Act grants.
- **System Impacts.** Reassess the viability of the diversion drug courts in light of budget reductions.
- Reassess the level of service in the areas of complex white collar crime and auto theft offenders.
- Reassess services provided in the Neighborhood DA program with the expiration of grant funding and if proposed budget cuts occur.
- Reassess services provided through the Juvenile unit if proposed budget cuts occur.
- **Efficiencies.** Streamline and improve identification processes for defendants cited in lieu of arrest.
- **Intergovernmental Relations.** Negotiate with the State to implement a new Child Support incentive formula.



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## Changes from FY 2002 Adopted Expenditures

### Overview

- Change #1
- Change #2
- Change #3

## Staffing

### Overview

- Change #1
- Change #2
- Change #3

## Revenues

### Overview

- Change #1
- Change #2
- Change #3

DRAFT



Public Safety Group  
**District Attorney**  
 FY 2003  
 Proposed Budget

**Staffing By Program**

Department	Service Area	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
DA	Administrative Services	-	17.00	
	Child Abuse Team	-	8.00	
	Child Support Enforcement	-	29.00	
	Community DA Programs	-	10.25	
	Domestic Violence Unit	-	8.20	
	Felony Trial Teams	-	73.43	
	Juvenile Court Trial Unit	-	24.35	
	Medical Examiner	-	9.50	
	Misdemeanor Trial Unit	-	28.10	
	Victim's Assistance	-	7.50	
	<b>Total</b>	<b>0</b>	<b>215.33</b>	<b>0</b>

**Budget By Program**

Department	Service Area	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Office Admin	Administrative Services	-	2,729,050	
	Medical Examiner	-	759,451	
Felony Court	Felony Trial Teams	-	5,791,083	
Family and Community Justice	Juvenile Court Trial Unit	-	2,015,210	
	Domestic Violence Unit	-	560,613	
	Victim's Assistance	-	471,907	
	Child Abuse Team	-	1,640,365	
	Child Support Enforcement	-	2,142,716	
	Misdemeanor Trial Unit	-	1,649,031	
	Community DA Programs	-	924,167	
Acct Entries	Accounting Entries	-	553,087	
	<b>Total</b>	<b>0</b>	<b>19,236,680</b>	<b>0</b>

**Budget By Category of Expenditure**

	FY 2001 Actual	FY 2003 Adopted	FY 2003 Proposed
Salaried & Employee Benefits	-	14,202,438	
Contractual Services	-	1,586,952	
Materials & Supplies	-	2,863,602	
Capital Outlay	-	30,601	
Cash Transfer	-	553,087	
<b>Total</b>	<b>-</b>	<b>19,236,680</b>	<b>-</b>



**Budget of Categories of Revenue**

	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Beginning Working Capital	-	3,748,617	
Donations	-	-	
Fines and Forfeitures	-	-	
General Fund	-	553,087	
IG-Direct Federal Sources	-	40,734,073	
IG-Direct State Sources	-	236,914,020	
IG-Federal thru Local	-	17,506	
IG-Federal thru State of OR	-	75,055,860	
IG-Local Sources	-	12,586,186	
Interest Earnings	-	-	
Miscellaneous Revenue	-	768,000	
Nongovernmental Agencies	-	1,400,000	
Service Charges	-	13,727,500	
<b>Total</b>	-	<b>385,504,849</b>	-

DRAFT



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### **Department Description**

The Sheriff's Office plays a lead role in establishing an efficient public safety continuum involving all local governments, various public safety agencies including the Courts, the District Attorney, Department of Community Justice and the community. The Office's 1,000 employees provide offender management and confinement services to match the offender to the most appropriate level of confinement or supervision based upon an assessment of risk to the community; Community readiness services to provide educational, work and social management skills to offenders confined to the Sheriff's Office correctional facilities in order to facilitate a successful re-entry into the community; Intervention services to promote community livability by responding to criminal activity through patrol and investigative activities; and Prevention services through community policing to provide safe schools and communities.

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### **Policy Issues**

- Issue #1
- Issue #2
- Issue #3

### **Vision Statement**

The Multnomah County Sheriff's Office will be a partner in a seamless justice system that shares work and information both within the agency and across departments. Core business processes will be defined to extend beyond the organizational structure of the agency and seek partnerships with service providers to accomplish its underlying mission: a safe, livable community that values cultural diversity and seeks social equity. The Sheriff's Office will strive to maintain a culturally diverse work force and to provide training to all of its employees. Job skill training will give employees more authority and a clearer view of how their work fits into the operation of the agency as a whole

professionals into interdisciplinary teams.

- Developed a continuum of justice services that intervened in criminal behavior and facilitated offender placement into the community.
- Increased community outreach efforts to better serve communities by gaining their input on issues of concern and perspectives on solutions.
- Utilized behavior-based management which increases safety of staff and inmates and promotes change.

### **FY 2003 Objectives**

### **FY 2002 Accomplishments**

- Increased the effectiveness of collaborative partnerships to address community safety and livability problems by combining the efforts of detention, program and health



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**Changes from FY 2002 Adopted  
Expenditures**

Overview

- Change #1
- Change #2
- Change #3

**Staffing**

Overview

- Change #1
- Change #2
- Change #3

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**Revenues:**

Overview

- Change #1
- Change #2
- Change #3



Public Safety Group  
**Sheriff**  
 FY 2003  
 Proposed Budget

**Staffing By Program**

Division	Program	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Executive Office	Executive Office	-	7.00	
	Undersheriff	-	1.00	
	Information Management	-	27.50	
	Professional Standards	-	7.00	
Enforcement Division	Enforcement Division Management	-	1.00	
	Investigations	-	14.80	
	Special Investigations	-	7.00	
	Civil Process/Concealed Weapon	-	27.00	
	Alarm Program	-	6.00	
	Operations Administration	-	2.00	
	Patrol	-	36.43	
	Traffic Safety	-	7.25	
	River Patrol	-	15.32	
		-		
Facilities Division	Facilities Administration	-	6.20	
	Booking & Release	-	66.18	
	MCDC	-	146.74	
	Classification	-	27.50	
	MCCF	-	28.20	
Facilities Division	Inverness	-	172.96	
	Restitution Center	-	23.38	
	Work Crews	-	9.00	
	Transport	-	19.00	
	Hospital Security Unit	-	5.46	
	Wapato	-	2.00	
	Court Services	-	29.00	
	Facility Security	-	55.30	
	Courthouse Jail	-	14.60	
		-		
Support Services	Support Program Administration	-	5.75	
	Human Resources	-	24.00	
	Auxiliary Services	-	43.00	
	Warrant & Detention Records	-	62.96	
	Facility Counselors	-	62.00	
	<b>Total</b>	<b>0.00</b>	<b>962.53</b>	<b>0.00</b>





Public Safety Group  
**Sheriff**  
 FY 2003  
 Proposed Budget

**Budget By Program**

Division	Program	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Executive Office	Executive Office	-	1,449,370	
	Undersheriff	-	183,840	
	Information Management	-	5,228,333	
	Professional Standards	-	700,358	
Enforcement Division	Enforcement Division Management	-	1,120,734	
	Investigations	-	1,160,181	
	Special Investigations	-	650,083	
	Civil Process/Concealed Weapons	-	1,949,916	
	Alarm Program	-	1,073,856	
	Operations Administration	-	268,074	
	Patrol	-	3,689,369	
	Traffic Safety	-	745,776	
	River Patrol	-	1,533,128	
	Facilities Administration	-	1,650,799	
	Booking & Release	-	6,645,972	
Facilities Division	MCDC	-	13,966,020	
	Classification	-	2,148,224	
	MCCF	-	2,751,469	
	Inverness	-	17,908,561	
	Restitution Center	-	2,780,460	
	Work Crews	-	1,006,297	
	Transport	-	1,733,073	
	Hospital Security Unit	-	600,942	
	Court Services	-	2,313,656	
	Facility Security	-	2,963,306	
	Courthouse Jail	-	1,419,766	
Support Services	Support Program Administration	-	626,301	
	Human Resources	-	1,791,658	
	Auxiliary Services	-	4,063,479	
	Warrant & Detention Records	-	3,444,036	
	Community Supervision	-	-	
	Facility Counselors	-	4,189,744	
Accounting Entities	Accounting Entities	-	52,232	
	<b>Total</b>	-	<b>91,809,013</b>	-



Public Safety Group  
**Sheriff**  
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**Budget By Category of Expenditure**

	FY 2001 Actual	FY 2003 Adopted	FY 2003 Proposed
Salaried & Employee Benefits	-	69,424,422	
Contractual Services	-	2,755,129	
Materials & Supplies	-	20,066,835	
Capital Outlay	-	53,307,089	
Cash Transfer	-	52,232	
<b>Total</b>	-	<b>145,605,707</b>	-

**Budget of Categories of Revenue**

	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Beginning Working Capital	0.00	398,155,392	
Dividends	-	-	
Donations	-	11,000	
Fines and Forfeitures	-	-	
General Fund	-	52,232	
IG-Direct Federal Sources	-	2,635,971,105	
IG-Direct State Sources	-	984,121,470	
IG-Federal thru State of OR	-	912,692	
IG-Local Sources	-	40,755,615	
Interest Earnings	-	138,990	
Justice Bond Projects	-	-	
Licenses and Fees	-	37,227,454	
Miscellaneous Revenue	-	1,735,872	
Nongovernmental Agencies	-	-	
Permits	-	576,036	
Sales to the Public	-	54,428,580	
Service Charges	-	153,235,025	
Service Reimbursements	-	88,335,428	
<b>Total</b>	-	<b>4,395,656,891</b>	-



### **Department Description**

The Department of Community Justice promotes public safety and strives to reduce recidivism among juvenile delinquents and adult offenders through a balance of supervision, services and sanctions. The Department provides the detention and custody for juvenile in minimum security facility, as well as investigation and supervision services for adult offenders. The department has developed a wide variety of community outreach prevention programs to strengthen families, suppress gang activity and address alcohol and drug abuse as it contributes to criminal activity.

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### **Policy Issues**

- Issue #1
- Issue #2
- Issue #3

### **Vision Statement**

The vision for the Department of Community Justice is a vision of communities as safe places to work, play and raise families. Twenty years from now, in 2021, citizens will feel safe and they will have confidence in the criminal justice system. The Department will respond effectively to youthful and adult offenders to ensure public safety and to reduce the risk of recidivism. The Department's interventions and services will create positive healthy behaviors within the entire family, not just the offender. Department staff will work with community members as partners to identify issues of public safety and address those issues together. Citizens will have a sense of ownership for their communities and the safety of those communities.

### **FY 2002 Accomplishments**

- Decreased minority overrepresentation by reviewing and improving processes at critical decision making points in the adult and juvenile system.
- Connected with local Juvenile Information Network (JIN) with statewide JJIS system and developed additional JIN system modules.
- Reorganized Juvenile Community Justice, in response to resource

- reductions, to continue providing quality services for juvenile referrals.
- Worked with PPS and East County Independent School Districts to redesign the School Attendance Initiative to improve school attendance and school achievement in three Portland Public School clusters and two East County School Districts.
- Completed the development of a workload assessment model to more accurately assess workload and to promote more efficient allocation of resources in the Adult Community Justice Division.
- Trained on-sit staff to serve as trainer in every field office for cognitive change theory and motivational interviewing.
- Implemented full intake services for all adult offenders.
- Reorganized Centralized Team Supervision, allowing alternate supervision methods of this population and redeployment of staff.
- Expand drug courts to address broader population of offenders whose primary offense is drug related, thus allowing entry into treatment and monitoring.
- Redesign and implemented new transitional services program to support the transition of offenders



from local jails, state institutions and residential treatment.

- Implemented recommendations identified in the DCJ Long Term Strategic Housing Plan.

#### **FY 2003 Objectives**

- **Enhancing Revenue.** Identify opportunities for increasing revenue through methods such as increased federal financial participation and improved supervision fee collection.
  - Develop and implement additional strategies to increase the collection of court-ordered financial obligations, in order to augment funding for department services. These obligations include restitution, fines and supervision fees.
  - **Shared Services.** Work cross-departmentally, to create shared services for infrastructure activities
  - **Human Resources.** Develop and implement staff succession strategies, in order to improve employee skills, growth, and leadership development within the department
  - Develop written training standards for each employee classification and/or specialization, in order to focus employee training efforts
  - **Collaborative Efforts.** Complete the planning process for "Multnomah Embrace" by June 2003, to enhance the collaboration of Multnomah County departments, treatment providers and the community in providing treatment services to youth in the juvenile justice system.
  - Continue to work with the State Department of Corrections, Centralized Intake and the Transitional Services Unit in order to improve the transition of offenders from jail, prison or residential treatment back into the community
  - **Cultural Competency.** Continue implementing the Cultural Competency
- Plan for Juvenile Community Justice, through June 2003, in order to respond in a manner that is inclusive, respectful, sensitive and effective with diverse communities, clients, employees, partners and stakeholders.
- **Mental Health.** Actively collaborate with partners on the mental health re-design team, to seek an appropriate site for the secure evaluation unit and to participate in planning to address community needs.
  - Implement a new plan to more fully address family, mental health and gender-specific caseloads, and to focus the necessary resources on these populations.
  - **Juvenile Systems.** Complete implementation of strengths-based practices in probation and diversion case-planning, in order to improve the prospects of youth on probation and in diversion.
  - Complete the development of a workload assessment model in order to accurately assess workload, to focus work on best practices, and to promote efficient allocation of resources.
  - Utilize case-management models based on the offender's needs and risk while incorporating family members, community partners, and social service agencies into supervision plans in order to maximize the effectiveness of services.
  - **Sanctions and Supervision.** Increase utilization of alternative sanctions, in order to support best practices and prudent management of jail beds.
  - Create a list of approved sex offender-specific treatment providers and institute the Multnomah Community Justice Sex Offender Services Advisory Council in order to improve the supervision and treatment of individuals convicted of sex offenses.



- In conjunction with the National Institute of Corrections, sponsor training in multidisciplinary case planning in order to increase cross-disciplinary coordination and develop comprehensive and individually tailored services for individuals convicted of sex offenses.
- Implement the SAMHSA grant for expanded drug court and develop an evaluation plan, and report preliminary outcomes to stakeholders.
- **Mentor Program.** Continue to enhance existing services with mentorship programs that match clean and sober adults from the community with juveniles and adults in treatment and recovery.

#### **Staffing:**

##### Overview

- Change #1
- Change #2
- Change #2

#### **Changes from FY 2002 Adopted Expenditures:**

##### Overview

- Change #1
- Change #2
- Change #2

#### **Revenues:**

##### Overview

- Change #1
- Change #2
- Change #3



Public Safety Group  
**Community Justice**  
 FY 2003  
 Proposed Budget

**Staffing By Program**

Division	Service Area	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Adult Court & Family Services	Centralized Intake	0.00	34.00	
	Family Services Unit			
	Hearings	0.00	4.00	
	Local Control	0.00	10.00	
	Pre-Sentence Investigation	0.00	7.00	
	Pretrial Services	0.00	22.00	
Adult Justice Mgt	Adult Justice Management	0.00	10.00	
Adult Offender Supervision	Adult Supervision Offices	0.00	130.60	
	Domestic Violence	0.00	17.00	
	DUI/Deferred Sentencing	0.00	7.00	
	Low Limited Risk Response Team	0.00	6.50	
Counseling & Court Services	Child Abuse	0.00	7.00	
	Community Accountability	0.00	10.70	
	Counseling Management	0.00	13.50	
	Court Process Services	0.00	22.85	
	Diversion Program	0.00	6.00	
	Juvenile Treatment Court	0.00	1.00	
	Multi-Systemic Therapy			
	Probation Counseling Services	0.00	46.88	
	School Attendance Initiative	0.00	14.00	
	Sex Offender Treatment Program	0.00	6.00	
Custody Services	Custody Services Management	0.00	9.50	
	Detention Alternatives	0.00	0.00	
	Detention Services	0.00	63.75	
	Residential Treatment Programs	0.00	15.00	
	Secure Alcohol Drug Treatment	0.00	9.00	
Director's Office	Business Services	0.00	17.27	
	Director's Office	0.00	7.00	
Employee & Community Development	Community Justice Initiative			
	Employee Comm Dev.	0.00	15.77	
	Human Resources	0.00	8.00	
	Research and Evaluation Unit			
Family Court Svcs	Family Court Services	0.00	9.60	
Info Services	Information Services	-	0.00	
Juv Justice Mgt	Juvenile Justice Management	-	4.00	



Public Safety Group  
**Community Justice**  
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**Staffing By Program**

Division	Service Area	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Sanctions & Services	Clean Court	-	3.00	
	Community Service	0.00	8.50	
	Day Reporting Center	0.00	17.00	
	Forest Project	0.00	8.00	
	Learning Center	0.00	7.30	
	Transitional Services	0.00	11.00	
	Women's Services	0.00	4.00	
Treatment Service	Drug Diversion Program	0.00	8.36	
	InterChange Treat Prog	0.00	22.40	
	Substance Abuse Services	0.00	0.00	
	Treatment Svs Mgt	0.00	5.00	
	<b>Total</b>	<b>0.00</b>	<b>629.48</b>	<b>0.00</b>

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Public Safety Group  
**Community Justice**  
 FY 2003  
 Proposed Budget

**Budget By Program**

Department	Service Area	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Director's Office	Director's Office	-	865,180	
	Business Services	-	1,818,040	
Employee and Community Dev.	Employee/Community Dev.	-	1,176,019	
	Research and Evaluation Unit	-	-	
	Community Justice Initiative			
	Human Resources	-	601,014	
Juvenile Justice Management	Juvenile Justice Management		507,595	
Custody Services	Management	-	4,095,827	
	Detention Services	-	4,852,196	
	Programs	-	1,424,640	
	Secure A&D Treatment	-	993,770	
	Detention Alternatives	-	5,500	
Counseling & Court Services	Counseling Management	-	4,008,356	
	Court Process Services	-	1,541,114	
	Child Abuse	-	444,654	
	Diversion Program	-	398,406	
	Services	-	3,620,312	
	Community Accountability	-	859,819	
	Sex Offender Treatment Prog	-	570,184	
	Juvenile Treatment Court	-	114,940	
	School Attendance Initiative	-	2,851,147	
	Multi-Systemic Therapy			
Family Ct Services Adult Justice Mgt.	Family Court Services	-	799,785	
	Adult Justice Management	-	1,607,793	
	Centralized Intake	-	2,273,181	
	Pretrial Services	-	1,169,536	
	Pre-Sentence Investigation	-	536,959	
	Hearings	-	260,067	
	Local Control	-	739,439	
	Family Services Unit			
Adult Offender Sup	Adult Supervision Offices	-	10,015,150	
	Low Limited Risk Response Team	-	497,019	
	DUI/Deferred Sentencing	-	425,591	
	Domestic Violence	-	1,327,830	





Public Safety Group  
**Community Justice**  
 FY 2003  
 Proposed Budget

**Budget By Program, Con't**

Department	Service Area	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Sanctions & Svcs	Women's Services	-	609,398	
	Day Reporting Center	-	1,308,595	
	Learning Center	-	844,853	
	Community Service	-	626,242	
	Forest Project	-	584,824	
	Transitional Services	-	2,353,727	
	Clean Court	-	219,118	
Treatment Service	Treatment Services Managem	-	629,669	
	Substance Abuse Services	-	4,291,282	
	InterChange Treatment Progr	-	2,373,228	
	Mental Health Services	-	806,915	
	Drug Diversion Program	-	2,456,145	
Information Svcs	Information Services	-	4,494,673	
Accounting Transa	Accounting Transactions	-	1,430,554	
	<b>Total</b>	<b>0</b>	<b>73,430,286</b>	<b>0</b>

**Budget By Category of Expenditure**

	FY 2001 Actual	FY 2003 Adopted	FY 2003 Proposed
Salaried & Employee Benefits	-		
Contractual Services	-		
Materials & Supplies	-		
Capital Outlay	-		
Cash Transfer	-		
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>



Public Safety Group  
**Community Justice**  
FY 2003  
Proposed Budget

Budget of Categories of Revenue

	FY 2001 Actual	FY 2002 Adopted	FY 2003 Proposed
Beginning Working Capital	-	425,574	
Donations	-	60,500	
Fines and Forfeitures	-	9,750,000	
General Fund	-	1,430,554	
IG-Direct Federal Sources	-	45,029,160	
IG-Direct State Sources	-	2,090,014,560	
IG-Federal thru Local			
IG-Federal thru State of OR	-	68,750,572	
IG-Local Sources		126,565,082	
Interest Earnings	-	-	
Justice Bond Projects	-	-	
Licenses and Fees	-	40,315,000	
Miscellaneous Revenue	-	4,047,552	
Nongovernmental Agencies	-	3,533,712	
Property/Space Rentals		105,000	
Sales to the Public	-	-	
Service Charges	-	-	
<b>Total</b>		<b>2,390,027,266</b>	<b>-</b>

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