



Multnomah County Oregon

Board of Commissioners & Agenda

connecting citizens with information and services

BOARD OF COMMISSIONERS

Ted Wheeler, 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

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

Jeff Cogen, Commission Dist. 2

501 SE Hawthorne Boulevard, Suite 600
Portland, Or 97214

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

Email: district2@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: district3@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

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MAY 30 & 31, 2007 BOARD MEETINGS

FASTLOOK AGENDA ITEMS OF INTEREST

| | |
|---------|---|
| Pg 2 | 9:30 a.m. Wednesday Budget Work Session |
| Pg 2 | 9:30 a.m. Thursday Opportunity for Public Comment on Non-Agenda Matters |
| Pg 3 | 9:45 a.m. Thursday Second Reading and Adoption of an Ordinance Amendment MCC Chapter 13, Animal Control, to Add Requirements Relating to Veterinarians Filing Rabies Vaccination Certificates |
| Pg 3 | 9:46 a.m. Thursday Food Policy Council Annual Report |
| Pg 3 | 10:10 a.m. Thursday Audit Report on District Attorney's Community Court Project and the Neighborhood District Attorney Unit |
| Pg 4 | 11:00 a.m. Thursday if needed Executive Session |

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
Saturday, 10:00 AM, Channel 29
Sunday, 11:00 AM, Channel 30
Tuesday, 8:00 PM, Channel 29

Produced through MetroEast Community Media
(503) 667-8848, ext. 332 for further info
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Wednesday, May 30, 2007 - 9:30 AM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

BUDGET WORK SESSION

WS-1 Multnomah County 2007-2008 Budget Work Session – Proposal and Review of Amendments. This meeting is open to the public however no public testimony will be taken. 2.5 HOURS REQUESTED.

CABLE PLAYBACK INFO:

Wednesday, May 30 - 9:30 AM LIVE Channel 29

Friday, June 1 - 8:00 PM Channel 29

Saturday, June 2 - 2:00 PM Channel 29

Sunday, June 3 - 11:00 AM Channel 29

Thursday, May 31, 2007 - 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 Mariel Grimord, Karol Dietrich Forner, and David Lenhart to the Multnomah County Vector Control and Enforcement Advisory Committee

SHERIFF'S OFFICE

C-2 Amendment 1 to Intergovernmental Revenue Agreement 0607002 with the City of Maywood Park for Law Enforcement Patrols

REGULAR AGENDA

PUBLIC COMMENT - 9:30 AM

Opportunity for Public Comment on non-agenda matters. Testimony is limited to three minutes per person. Fill out a speaker form available in the Boardroom and turn it into the Board Clerk.

DEPARTMENT OF COMMUNITY SERVICES – 9:30 AM

- R-1 NOTICE OF INTENT to Submit a Proposal to The PEW Charitable Trust for "Make Voting Work" (MVW), a Competitive Grant Initiative

DEPARTMENT OF HEALTH – 9:35 AM

- R-2 NOTICE OF INTENT to Submit a Proposal to the Health Resources and Services Administration Ryan White Title III Capacity Development Grant Competition
- R-3 Budget Modification HD-10 Appropriating \$126,982 Grant from the Department of Health and Human Services for Participation in the Community Based Abstinence Education Program
- R-4 Budget Modification HD-25 Appropriating \$117,070 in Revenue from the Northwest Family Services for the Healthy Relationships Project

SHERIFF'S OFFICE – 9:40 AM

- R-5 Budget Modification MCSO-11 Appropriating \$16,926 Justice Assistance Grant (JAG) Funding

NON-DEPARTMENTAL - 9:45 AM

- R-6 Second Reading and Possible Adoption of a Proposed ORDINANCE Amending MCC Chapter 13, Animal Control, to Add Requirements Relating to Veterinarians Filing Rabies Vaccination Certificates
- R-7 Food Policy Council Annual Report. Presented by Commissioner Jeff Cogen, Food Policy Council Chair Jennifer Erickson and Other Council Members. 25 MINUTES REQUESTED.

AUDITOR'S OFFICE – 10:10 AM

- R-8 Reports to Management: District Attorney's Community Court Project and the Neighborhood District Attorney Unit. Presented by Auditor LaVonne Griffin-Valade and District Attorney Michael Schrunk. 45 MINUTES REQUESTED.

BOARD COMMENT

Opportunity (as time allows) for Commissioners to provide informational comments to Board and public on non-agenda items of interest or to discuss legislative issues.

Thursday, May 31, 2007 - 11:00 AM
(OR IMMEDIATELY FOLLOWING REGULAR BOARD MEETING)
Multnomah Building, Sixth Floor Commissioners Conference Room 635
501 SE Hawthorne Boulevard, Portland

IF NEEDED EXECUTIVE SESSION

- E-1 The Multnomah County Board of Commissioners will meet in Executive Session Pursuant to ORS 192.660(2)(d),(e) and/or (h). Only Representatives of the News Media and Designated Staff are allowed to attend. News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Session. No Final Decision will be made in the Session. Presented by County Attorney Agnes Sowle. 15-30 MINUTES REQUESTED.

MULTNOMAH COUNTY 2007-2008 BUDGET WORK SESSIONS AND HEARINGS

ALL MEETINGS ARE OPEN TO THE PUBLIC

Public testimony will be taken at the public hearings listed in red (*italic*) below. Unless otherwise noted, all sessions will be held in the Multnomah Building, First Floor Commissioners Boardroom 100, 501 SE Hawthorne, Portland. Contact Board Clerk Deb Bogstad 503 988-3277 for further information.

Cable coverage of the 2007-2008 budget work sessions, hearings and Thursday Board meetings are produced through MetroEast Community Media. Call 503 667-8848, extension 332 or log onto <http://www.mctv.org> for cable channel program information. The budget work sessions, hearings and Board meetings will be available for viewing via media streaming at <http://www.co.multnomah.or.us/cc/pastmeetings.shtml>. Contact Board Clerk Deb Bogstad 503 988-3277 for further information.

Tue, May 22

6:00 p.m. to 8:00 p.m.

Public Hearing on the 2007-2008 Multnomah County Budget - Multnomah Building, Commissioners Boardroom 100, 501 SE Hawthorne, Portland

CABLE PLAYBACK INFO:

Tuesday, May 22 - 6:00 PM LIVE Channel 29

Friday, May 25 - 10:30 PM Channel 29

Saturday, May 26 - 4:30 PM Channel 29

Sunday, May 27 - 1:30 PM Channel 29

Wed, May 23

9:30 a.m. to 12:00 p.m.

Budget Work Session - Proposal and Review of Amendments

CABLE PLAYBACK INFO:

Wednesday, May 23 - 9:30 AM LIVE Channel 29

Saturday, May 26 - 6:30 PM Channel 29

Sunday, May 27 - 3:30 PM Channel 29

Monday, May 28 - 8:00 PM Channel 29

Wed, May 30

9:30 a.m. to 12:00 p.m.

Budget Work Session - Proposal and Review of Amendments

CABLE PLAYBACK INFO:

Wednesday, May 30 - 9:30 AM LIVE Channel 29

Friday, June 1 - 8:00 PM Channel 29

Saturday, June 2 - 2:00 PM Channel 29

Sunday, June 3 - 11:00 AM Channel 29

MULTNOMAH COUNTY 2007-2008 BUDGET WORK SESSIONS AND HEARINGS

ALL MEETINGS ARE OPEN TO THE PUBLIC

Public testimony will be taken at the public hearings listed in red (*italic*) below. Unless otherwise noted, all sessions will be held in the Multnomah Building, First Floor Commissioners Boardroom 100, 501 SE Hawthorne, Portland. Contact Board Clerk Deb Bogstad 503 988-3277 for further information.

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**Thu, Jun 7
9:30 a.m.**

***Public Hearing and Resolution Adopting the 2007-2008 Budget for Dunthorpe Riverdale Sanitary Service District No. 1 and Making Appropriations
Public Hearing and Resolution Adopting the 2007-2008 Budget for Mid-County Street Lighting Service District No. 14 and Making Appropriations***

**Thu, Jun 7
10:00 a.m.**

***Tax Supervising and Conservation Commission
Public Hearing on the 2006-2007 Multnomah County Supplemental Budget
Tax Supervising and Conservation Commission
Public Hearing on the Multnomah County 2007-2008 Budget***

**Thu, Jun 7
10:45 a.m. to 12:00 p.m.**

***Public Hearing and Resolution Adopting the 2006-2007 Multnomah County Supplemental Budget and Making Appropriations
Public Hearing and Resolution Adopting the 2007-2008 Budget for Multnomah County Pursuant to ORS 294***

CABLE PLAYBACK INFO:

**Thursday, June 7 - 9:30 AM LIVE Channel 30
Saturday, June 9 - 10:00 AM Channel 29
Sunday, June 10 - 11:00 AM Channel 30
Tuesday, June 12 - 8:00 PM Channel 29**



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (short form)

Board Clerk Use Only

Meeting Date: 05/31/07
 Agenda Item #: C-1
 Est. Start Time: 9:30 AM
 Date Submitted: 05/22/07

Agenda Title: Appointment of Mariel Grimord, Karol Dietrich Forner, and David Lenhart to the Multnomah County Vector Control and Enforcement Advisory Committee

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 Amount of Time Needed: Consent Agenda
 Department: Non-Departmental Division: Chair's Office
 Contact(s): Ted Wheeler, Tara Bowen-Biggs
 Phone: (503) 988-3308 Ext. 83953 I/O Address: 503/600
 Presenter(s): N/A

General Information

1. What action are you requesting from the Board?

Request board approval of appointments to the Multnomah County Vector Control and Enforcement Advisory Committee.

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

The Multnomah County Vector and Code Enforcement Advisory Committee was established by Multnomah County Ordinance #1052. This committee advises the board and the Environmental Health Section or Health Department Director on matters involving the County vector control program. The committee assists in evaluating current and future plans and practices of vector control services, including strategic direction related to public health prevention, surveillance, intervention, education and enforcement. The Committee provides information regarding the environmental health needs and wants of the community. The Committee is composed of nine members appointed by the Chair upon approval of the Board. The membership represents citizens of Multnomah County interested in vector control issues from diverse geographical and occupational interests. Kari Lyons of the Multnomah County health Department is staff liaison to the Multnomah County Vector Control and Enforcement Advisory Committee.

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

No fiscal impact

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

No legal and/or policy issues involved.

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

N/A

Required Signature

Elected Official or
Department/
Agency Director:

TED WHEELER

Date: 5/22/07



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (short form)

Board Clerk Use Only

Meeting Date: 05/31/07
 Agenda Item #: C-2
 Est. Start Time: 9:30 AM
 Date Submitted: 05/18/07

Agenda Title: Amendment 1 to Intergovernmental Revenue Agreement 0607002 with the City of Maywood Park for Law Enforcement Patrols

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 Amount of Time Needed: N/A
 Department: Sheriff's Office Division: Enforcement
 Contact(s): Brad Lynch
 Phone: 503-988-4336 Ext. 84336 I/O Address: 503/350
 Presenter(s): Consent Calendar

General Information

1. What action are you requesting from the Board?

Approval of the amendment to intergovernmental agreement 0607002.

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

The Sheriff's Office provides law enforcement patrols and services within the city limits of Maywood Park. The City of Maywood Park will reimburse the Sheriff's Office for the cost of a patrol deputy for eight hours per week for fiscal year 2008. These patrols are part of the MCSO Patrol East program offer providing Maywood Park citizens neighborhood patrols, emergency response, traffic safety and assistance.

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

Maywood Park will pay \$28,441.92 for these services for fiscal year 2008. The revenue has been anticipated and is included in the FY 2008 budget.

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

The amendment has been reviewed by the County Attorney's office.

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

None other than those described above.

Required Signature

**Elected Official or
Department/
Agency Director:**

A handwritten signature in black ink, appearing to read "Bernie Zifato". The signature is written in a cursive style with a large initial "B" and "Z".

Date: 05/17/07

LYNCH Brad B

From: WEBER Jacquie A [jacquie.a.weber@co.multnomah.or.us]
Sent: Thursday, May 17, 2007 10:46 AM
To: LYNCH Brad B
Cc: DUNAWAY Susan M
Subject: RE: Contract Review Request - City of Maywood Park

This contract may be circulated for signature.

From: LYNCH Brad B
Sent: Wednesday, May 16, 2007 8:39 AM
To: WEBER Jacquie A
Cc: DUNAWAY Susan M
Subject: Contract Review Request - City of Maywood Park

Good morning Jacquie. I've attached the CAF, APR, and IGA amendment for patrol services with Maywood Park for FY 08. I'm also including the original IGA.

Thanks, Brad

<<Maywood Park CAF 2007-2008.doc>> <<City of Maywood Park IGA 2007-2008.doc>> <<Maywood Park APR 2007-2008.doc>> <<Maywood Park_0607002.pdf>>

Brad Lynch

Multnomah County Sheriff's Office
Fiscal Unit
501 SE Hawthorne Blvd, STE 350
Portland, OR 97214
Phone (503) 988-4336
Fax (503) 988-4317

email: brad.lynch@mcso.us
<http://www.co.multnomah.or.us/sheriff/>

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MULTNOMAH COUNTY CONTRACT APPROVAL FORM (CAF)

Contract #: 0607002

Pre-approved Contract Boilerplate (with County Attorney signature) Attached Not Attached

Amendment #: 1

| CLASS I Based on Informal / Intermediate Procurement | CLASS II Based on Formal Procurement | CLASS III Intergovernmental Contract (IGA) |
|---|---|---|
| <input type="checkbox"/> Personal Services Contract | <input type="checkbox"/> Personal Services Contract | <input type="checkbox"/> Expenditure Contract |
| <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Goods or Services <input type="checkbox"/> Maintenance or Licensing Agreement <input type="checkbox"/> Public Works / Construction Contract <input type="checkbox"/> Architectural & Engineering Contract | <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Goods or Services <input type="checkbox"/> Maintenance or Licensing Agreement <input type="checkbox"/> Public Works / Construction Contract <input type="checkbox"/> Architectural & Engineering Contract | <input checked="" type="checkbox"/> Revenue Contract <input type="checkbox"/> Grant Contract <input type="checkbox"/> Non-Financial Agreement |
| <input type="checkbox"/> Revenue Contract <input type="checkbox"/> Grant Contract <input type="checkbox"/> Non-Financial Agreement | <input type="checkbox"/> Revenue Contract <input type="checkbox"/> Grant Contract <input type="checkbox"/> Non-Financial Agreement | <input type="checkbox"/> INTER-DEPARTMENTAL AGREEMENT (IDA) |

Department: Sheriff's Office Division/ Program: Enforcement Date: 05/16/07
 Originator: Chief Deputy Tim Moore Phone: 503-988-4409 Bldg/Room: 503/350
 Contact: Brad Lynch Phone: 503-988-4336 Bldg/Room: 503/350

Description of Contract: Provide law enforcement services and patrols for the City of Maywood Park.

RENEWAL: PREVIOUS CONTRACT #(S) 0405123, 0310511, 0210308

EEO CERTIFICATION EXPIRES

PROCUREMENT EXEMPTION OR CITATION # 46-0130(1)(f) ISSUE DATE: _____ EFFECTIVE DATE: _____ END DATE: _____

CONTRACTOR IS: MBE WBE ESB QRF State Cert# _____ or Self Cert Non-Profit N/A (Check all boxes that apply)

| | | | | | |
|----------------------------------|--|---------------|-----------------|---|---|
| Contractor | <u>City of Maywood Park</u> | | | Remittance address (if different) | |
| Address | <u>10100 NE Prescott Street, Suite 147</u> | | | | |
| City/State | <u>Maywood Park, Oregon</u> | | | Payment Schedule / Terms: | |
| ZIP Code | <u>97220</u> | | | <input type="checkbox"/> Lump Sum \$ _____ | <input type="checkbox"/> Due on Receipt |
| Phone | <u>503-255-9805</u> | | | <input type="checkbox"/> Monthly \$ _____ | <input type="checkbox"/> Net 30 |
| Employer ID# or SS# | | | | <input type="checkbox"/> Other \$ _____ | <input type="checkbox"/> Other |
| Contract Effective Date | <u>07/01/06</u> | Term Date | <u>06/30/07</u> | <input type="checkbox"/> Price Agreement (PA) or Requirements Funding Info: | |
| Amendment Effect Date | <u>07/01/07</u> | New Term Date | <u>06/30/08</u> | | |
| Original Contract Amount | \$ <u>27,252.16</u> | | | Original PA/Requirements Amount | \$ _____ |
| Total Amt of Previous Amendments | \$ _____ | | | Total Amt of Previous Amendments | \$ _____ |
| Amount of Amendment | \$ <u>28,441.92</u> | | | Amount of Amendment | \$ _____ |
| Total Amount of Agreement | \$ <u>55,694.08</u> | | | Total PA/Requirements Amount | \$ _____ |

REQUIRED SIGNATURES:

Department Manager _____ DATE _____
 County Attorney _____ DATE _____
 CPCA Manager _____ DATE _____
 County Chair RED WHEELER DATE 05-31-07
 Sheriff BERNIE GUSTO by TM DATE 05-17-07
 Contract Administration _____ DATE _____

COMMENTS: _____

APPROVED: MULTNOMAH COUNTY BOARD OF COMMISSIONERS
 AGENDA # C-2 DATE 05-31-07
 DEBORAH L. BOGSTAD, BOARD CLERK

**MULTNOMAH COUNTY
INTERGOVERNMENTAL AGREEMENT AMENDMENT
(Amendment to Change Contract Provisions during Contract Term)**

CONTRACT NO. 0607002

This is an amendment to Multnomah County Contract referenced above effective July 1, 2006 between Multnomah County, Oregon, hereinafter referred to as County, and the City of Maywood Park, hereinafter referred to as City.

The parties agree:

1. The following changes are made to Contract No. 0607002:

Contract 0607002 shall be extended for an additional period commencing July 1, 2007 and ending June 30, 2008.

Section 2, **Responsibilities of City**, Subsection C shall be changed to read:

The CITY shall pay MCSO \$28,441.92 for 416 hours of patrol services as provided in Section 3 for the period of July 1, 2007 until June 30, 2008.

2. All other terms and conditions of the contract shall remain the same.

MULTNOMAH COUNTY, OREGON:

CITY OF MAYWOOD PARK:

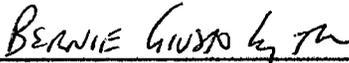

County Chair or Designee

Signature: _____

Date: 05.31.07

Name: _____

Please Print

Approved: 
Department Director or Designee

Title: _____

Date: 05-17-07

Date: _____

Reviewed:

**AGNES SOWLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY**

Approved as to form:

By: _____
Assistant County Attorney Date

By: _____
Date

APPROVED : MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-2 DATE 05.31.07
DEBORAH L. BOGSTAD, BOARD CLERK

#1

MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk
This form is a public record

MEETING DATE: May 31, 2007
SUBJECT: H.B. 2538 update

AGENDA NUMBER OR TOPIC: Public Comment

FOR: A AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: Mary Ann Schwab

ADDRESS: 605 SE 38

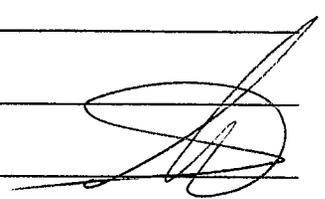
CITY/STATE/ZIP: Portland, OR 97214-3503

PHONE: DAYS: (503) 236-3502 EVES: _____

EMAIL: _____ FAX: _____

SPECIFIC ISSUE: apathy & complacency
attached

WRITTEN TESTIMONY: _____

_____ 

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

May 31, 2007

My name is Mary Ann Schwab, Community Activist

Good Morning Chair Ted Wheeler, and Commissioners. Thank you for the opportunity to speak with you on the latest status of HB 2535 Malt Beverage Recovery Fee tax. Things have been changing so fast that it's hard to keep everybody up to date. Oregonians have five working days to lobby the House Majority Leader, Representative Wayne Scott, and House Revenue Chair Phil Barnhard to move this bill out of committee to the House floor for a vote. Now is the time to mail hand written letters, emails and to make telephone calls starting with the Representative Wayne Scott at (503) 986-1400.

The Work Group was in the process of forming when the Minority House Speaker Representative Way Scott, R-Oregon City and Canby, his number (503) 986-1400. The speaker reportedly said that the time was not ripe to proceed with the work on this bill. His position all along has been that he wants to deal with the Governor's Health Kids bill and the cigarette tax to support it, before considering any other new taxes or tax increases. So he's being consistent, but it's a shame, because the work group had the potential to pull together a bill that would fund alcohol and drug additions, treatment and recovery, prevention and local law enforcement and more 140 state troopers. The bill could have been waiting in the wings until the Minority Speaker gave the word to move the bill to committee. But he chose not to.

This is no surprise to this Liquor License Advisory group member. According to an Oregonian article September 2006, he was one of the Legislators who accepted that free trip to Maui. Who among would not be tempted to accept an all expense paid trip, including first class airline tickets, stay in a four-star Grand Wailea Resort, with meals, spa, golf, and sampling Oregon's finest beverages? Who paid? We did, with apathy and complacency.

Good News. In addition to providing money for more state troopers, Senate Bill 5533 includes extra money for the criminal investigations and forensics divisions. Like Senator Betsy Johnson, D-Scappoose, "This budget is about rebuilding a long-neglected but crucial department"; that said I would ask, at what point will the Legislators acknowledge it is time the beer industry pays its fair share of the social and economic cost of its products. \$670 million of your state dollars are paid into human services each year because of alcohol and other drug related problems. Yet, at 3/4 penny a drink since 1977, the privilege tax to the general fund is a mere \$6.5 million. A 10-1 cent per 12-ounce container increase could provide more than \$60 million a year in targeted funds for substance abuse prevention, treatment and recovery and law enforcement programs.

On another front, 2003 the cost to rehab the House and Senate Wings was \$17 million at 4% bond. Today, the cost is \$100 million bond interest rate unknown. With a steady stream of \$60 million in the general fund, Oregonians could have the rehab paid in two years. Remember, Multnomah County Commissioners

targeted general funds to repair the Sellwood Bridge, therefore, the Oregonian Legislators have an opportunity here to do the same using the beer increase to free up those general funds.

I am informed, however, that Representative Phil Barnhard, chair of the House Revenue Committee, has the revenue committee staffer working on concepts so that the committee can move quickly if and when the Minority Speaker decides that it's OK. Join me in calling House Minority Leader, Representative Wayne Scott at 1-503-986-1400. I truly believe that we the people have more power than highly paid lobbyists working for the Wine and Beer Distributors.

Mary Ann Schwab, Community Activist

A handwritten signature in black ink, appearing to be 'Mary Ann Schwab', written in a cursive style.

#2

MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk
This form is a public record

MEETING DATE: 5-31-07

SUBJECT: Negative health effects of "computer games"
(electronic transmissions) on children in the

AGENDA NUMBER OR TOPIC: Multnomah County Library
FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM System

NAME: Melanie Bloodgood, Ph.D.

ADDRESS: P.O. BOX 12265

CITY/STATE/ZIP: PORTLAND, OR 97212

PHONE: DAYS: (503) 493-6129 EVES: _____

EMAIL: melaniebloodgood@yahoo.com FAX: _____

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: I am concerned about the negative health effects of electronic transmissions that children experience when they use cell phones, ~~or~~ wear headphones, and play computer games. The people managing the Multnomah County Library System have

- IF YOU WISH TO ADDRESS THE BOARD:** set up computer games
1. Please complete this form and return to the Board Clerk.
 2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
 3. State your name for the official record. and headphones for
 4. If written documentation is presented, please furnish one copy to the Board Clerk.

- IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:** children,
1. Please complete this form and return to the Board Clerk.
 2. Written testimony will be entered into the official record. They encourage children to spend a lot

of time wearing headphones
and playing computer games,
No one has warned the
parents or guardians of the
children about the health
risks and maiming of their
children. The people who
manage the Multnomah County
Library System need to
hold public meetings about
the situation, and they need
to act to protect the health
and privacy of the children
using the library.



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (long form)

APPROVED : MULTNOMAH COUNTY
 BOARD OF COMMISSIONERS
 AGENDA # R-1 DATE 05/31/07
 DEBORAH L. BOGSTAD, BOARD CLERK

Board Clerk Use Only

Meeting Date: 05/31/07
Agenda Item #: R-1
Est. Start Time: 9:30 AM
Date Submitted: 05/29/07

Agenda Title: **NOTICE OF INTENT to Submit a Proposal to The Pew Charitable Trust for "Make Voting Work" (MVW), a Competitive Grant Initiative**

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 **Amount of Time Needed:** 5 minutes
Department: Community Services **Division:** Elections
Contact(s): John Kauffman
Phone: 503 988-3720 **Ext.** 24685 **I/O Address:** 1040 SE Morrison St.
Presenter(s): Cecilia Johnson, John Kauffman, Mary Shultz

General Information

1. What action are you requesting from the Board?

The Elections Division of the Department of Community Services requests Board approval to submit a grant application to The Pew Charitable Trusts.

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

In general, the grant application will be to assess the impact of the Voter Assistance Teams in the November 2006 and May 2007 elections in order to guide any possible expansion of this project into local hospitals in elections this fall and in 2008. This action affects Program Offer 91008 – Elections. The project will study outreach to voters who may need assistance registering or voting.

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

There is no fiscal impact on Multnomah County.

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

None. This program is consistent with federal and state laws. It meets one of the criteria for Accountability Program Offers to: "remove barriers to services, information and participation."

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

We will coordinate efforts with staff at one or two local hospitals.

ATTACHMENT A

Grant Application/Notice of Intent

If the request is a Grant Application or Notice of Intent, please answer all of the following in detail:

- **Who is the granting agency?**

Pew Charitable Trusts.

- **Specify grant (matching, reporting and other) requirements and goals.**

No match is required. We are partnering with Dr. Priscilla Southwell, University of Oregon, for reporting and other grant-related requirements. The initiative is entitled "Make Voting Work" and its mandate is to foster an election system that achieves the highest standards of accuracy, convenience, efficiency and security. The initiative will use rigorous research and real-world experiments to identify policies, practices, and technologies that address the key challenges facing the election process. Our proposal is to implement a pilot project and evaluate new solutions to achieve our mission to make voting easier, faster, independent, private, and accessible to all voters in Multnomah County.

- **Explain grant funding detail – is this a one time only or long term commitment?**

Make Voting Work is a multi-year, multi-million dollar initiative launched by The Pew Charitable Trusts in December 2006. Make Voting Work has allocated \$2 million for this RFP. The number of grants will be dependent on the scope, quality, and number of proposals received. The expected funding range for the projects is from \$25,000 to \$200,000 but may fund projects that have budgets above or below these levels. This grant is one-time only, however, if Pew may choose to continue funding in the future.

- **What are the estimated filing timelines?**

June 4, 2007, is the filing deadline.

- **If a grant, what period does the grant cover?**

The grant covers activities from July 1, 2007, through December 31, 2008.

- **When the grant expires, what are funding plans?**

We plan to present a Program Offer for FY 09 to continue providing Voter Assistance Team services.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

All costs will be covered through the grant proceeds.

ATTACHMENT B

Required Signatures

Elected Official or
Department/
Agency Director:



Date: 05/24/07

Budget Analyst:



Date: 05/30/07



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (long form)

Board Clerk Use Only

Meeting Date: 05/31/07
 Agenda Item #: R-1
 Est. Start Time: 9:30 AM
 Date Submitted: 05/24/07

COMPLETE APR TO BE SUBMITTED
05/29/07

Agenda Title: NOTICE OF INTENT to Submit a Proposal to The PEW Charitable Trust for "Make Voting Work" (MVW), a Competitive Grant Initiative

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 Amount of Time: 5 mins
 Department: Community Services Division: Elections
 Contact(s): John Kauffman and Mary Shultz
 Phone: 503 988-3270 Ext. 24685/28718 I/O Address: 414/ELECT
 Presenter(s): John Kauffman and Mary Shultz

General Information

1. What action are you requesting from the Board?
 Approval of a Notice of Intent to Submit a Proposal to The PEW Charitable Trust for "Make Voting Work" (MVW), a Competitive Grant Initiative
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.
3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

ATTACHMENT A

Grant Application/Notice of Intent

If the request is a Grant Application or Notice of Intent, please answer all of the following in detail:

- Who is the granting agency?
- Specify grant (matching, reporting and other) requirements and goals.
- Explain grant funding detail – is this a one time only or long term commitment?
- What are the estimated filing timelines?
- If a grant, what period does the grant cover?
- When the grant expires, what are funding plans?
- How will the county indirect, central finance and human resources and departmental overhead costs be covered?

ATTACHMENT B

Required Signatures

Elected Official or
Department/
Agency Director:



Date: 05/24/07

Budget Analyst:

Date:

BOGSTAD Deborah L

From: JOHNSON Cecilia
Sent: Thursday, May 24, 2007 1:26 PM
To: BOGSTAD Deborah L
Cc: KAUFFMAN John; ELLIOTT Gerald T; ISLEY Sheila L
Subject: RE:

Deb,

I talked to Barb at lunch and she is fine with our putting it on the agenda for next Thursday. I think John should probably have a title to you by now and they will have the APR to you by the end of day on next Tuesday after the holiday. You have my approval to use my electronic signature. I am asking John, by copy of this email to talk to Ching Hay in budget about his authorization because Jerry Elliott, our finance and budget person, will be on vacation.

Thanks for your help Deb. You always go the extra mile and we do appreciate it.

Cecilia

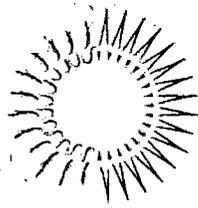
-----Original Message-----

From: BOGSTAD Deborah L
Sent: Thursday, May 24, 2007 12:07 PM
To: SHULTZ Mary L
Cc: JOHNSON Cecilia; KAUFFMAN John; WILLER Barbara
Subject:
Importance: High

Hi Mary! Attached are three sample Notice of Intent submissions, as well as the blank template. What I need right away is a title that would say something like NOTICE OF INTENT to Apply for a Grant from the PEW Charitable Trusts (or whatever) for a _____ Project (or whatever)

You need to get Cecilia Johnson's authorization and your Budget Analyst Ching Hay's authorization for me to place their electronic signatures on the completed form. I'm trying to track Barbara Willer down to make sure she's all right with putting this on next Thursday's agenda.

Deb Bogstad, Board Clerk
Multnomah County Commissioners
501 SE Hawthorne Boulevard, Suite 600
Portland, Oregon 97214-3587
(503) 988-3277 phone
(503) 988-3013 fax
deborah.l.bogstad@co.multnomah.or.us
<http://www.co.multnomah.or.us/cc/index.shtml>



THE
PEW
CHARITABLE TRUSTS

MAKE VOTING WORK

REQUEST FOR PROPOSALS: NEW DIAGNOSTICS AND NEW SOLUTIONS

Proposals due 5:30 p.m. EST on June 4, 2007

www.PewCenterontheStates.org

The Pew Charitable Trusts' Make Voting Work (MVW) initiative seeks proposals for research and pilot projects aimed at gauging and improving accuracy, convenience, efficiency and security in U.S. elections. In partnership with the JEHT Foundation, MVW is issuing this Request for Proposals as its initial contribution to the field. MVW will fund 1) research to develop new measures diagnosing the health of the U.S. election system and 2) planning grants to develop and evaluate pilot projects that offer solutions to election problems. Proposals are encouraged from an array of organizations, individuals and teams, including election officials, academic researchers (from any discipline), private-sector companies, non-profits and non-governmental organizations.

The U.S. election system continues to experience problems. While there may be no consensus over which problems are most pressing, few would contend that the system works to its potential.

But there are also solutions. Many state and local election officials are undertaking innovative experiments, often in partnerships with leading academic institutions and experts new to the field, and the Election Assistance Commission is beginning to compile reports on best practices.

The path to identifying effective solutions and achieving sustained improvement starts by isolating the most pressing problems through a thorough and objective diagnosis of the system. Once the problems are identified and understood, solutions can be carefully evaluated through rigorous experimentation and analysis and decision makers can independently and accurately weigh the costs and benefits of adopting them.

The Trusts' Make Voting Work (MVW) initiative is based upon the belief that any reform must be measured against its impact on the following four critical aspects of elections:

- **ACCURACY** in voting to ensure that vote totals reflect votes cast;
- **CONVENIENCE** of the process for the ultimate end-user: the eligible voter;
- **EFFICIENCY** of the overall system to ensure that scarce public resources are spent effectively and that the overall system performs optimally; and
- **SECURITY** of the process to ensure that election results are beyond reproach and that the privacy of the voter is protected.

The projects funded in response to this request for proposals (RFP) will be the first in a series of projects funded by MVW. This initial round seeks two types of projects. First, MVW seeks studies that will develop new measures of the health of the election system. These diagnostics should have the capacity to measure accurately and assess key elections processes and outcomes. The projects should apply these measures to data from the 2006 elections or similar data from elections in 2007 and beyond.

Second, MVW seeks proposals for planning grants to develop and evaluate pilot projects offering new solutions for the election process. Planning grants can cover the work needed

to design fully new pilot projects as well as to design an evaluation of new or existing election system reforms. MVW expects to fund the implementation and evaluation of one or more of these pilot projects at a later date.

Organizations both inside and outside the elections community are strongly encouraged to submit proposals. Specifically, we seek to draw on the expertise of election officials and academics currently studying elections issues—but we also seek to identify new partners from diverse academic disciplines (e.g., computer science, economics, engineering, human factors and design, information, operations and management, mathematics), private-sector companies with applicable expertise, non-profits and non-governmental organizations. Although not a requirement, bidders are encouraged to leverage their proposed project by identifying other potential sources of support.

ABOUT MAKE VOTING WORK

Make Voting Work is an ambitious initiative funded by The Pew Charitable Trusts and launched in December 2006. The mandate of MVW is to foster an election system that achieves the highest standards of accuracy, convenience, efficiency and security in the service of nonpartisan administration of our elections. To do this, MVW will promote policies, practices and technologies that address the key challenges facing the election process.

Specific objectives of MVW to support change in policy and practice include:

- rigorously diagnosing the current problems in U.S. elections;
- evaluating state and local innovations in election reform;
- promoting new linkages among research disciplines, fields of technical expertise, election stakeholders and geographic areas in a way that promotes discourse and creativity in the search for solutions;
- reaching out to the business, high-tech and international election communities to tap their expertise and develop pilot innovations in election administration;
- disseminating best practices and other analyses to policy makers, election officials, advocates and the public; and
- evaluating measures of election performance and providing reference points for the public and policy makers, who now rely on anecdotal evidence, poorly-grounded news headlines or partisan conjecture.

Along the path to election reform, MVW seeks to promote an environment where experimentation is encouraged and reasonable levels of risk are tolerated as part of creating a state-of-the-art election system.

MVW works directly with stakeholders in the election process. For over a year preceding the launch of MVW, The Pew Charitable Trusts consulted election officials, policy advocates, researchers, technologists and others to help guide the Trusts' commitment to election modernization. MVW also works closely with *electionline.org*, the Trusts' signature

investment in the field. As a trusted source for news and analysis of election reform, *electionline.org* will help inform and disseminate the research conducted through these and other projects.

The Pew Charitable Trusts

The Pew Charitable Trusts serves the public interest by providing information, advancing policy solutions and supporting civic life. Based in Philadelphia, with an office in Washington, D.C., the Trusts will invest \$248 million in fiscal year 2007 to provide organizations and citizens with fact-based research and practical solutions for challenging issues.

The Trusts is an independent nonprofit—the sole beneficiary of seven individual charitable funds, with assets of \$4.9 billion at the end of March 2006—established between 1948 and 1979 by two sons and two daughters of Sun Oil Company founder Joseph N. Pew and his wife, Mary Anderson Pew.

Pew Center on the States

The Pew Center on the States (PCS), a division of The Pew Charitable Trusts, examines effective policy approaches to critical issues facing states. PCS conducts highly credible research, brings together diverse perspectives, analyzes states' experiences to determine what works and what doesn't and collaborates with other funders and organizations to shine a spotlight on nonpartisan, pragmatic solutions. The Pew Center on the States will work closely with MVW to design and disseminate research on election reform.

STATEMENT OF WORK: NEW DIAGNOSTICS AND NEW SOLUTIONS

In partnership with the JEHT Foundation, MVW seeks to fund two types of projects through this initial proposal process: (1) research to develop new measures diagnosing the health of the U.S. election system, and (2) planning grants to develop and evaluate pilot projects that offer solutions to election problems. While Make Voting Work will only fund new research, individuals are invited to submit completed studies that could be incorporated in one or more major meetings Make Voting Work anticipates convening as early as September 2007.

New Diagnostics – Research into Methods

There is a clear need for new diagnostics of the election process. While many decry the poor state of the election system, few can back their claims with consistent, rigorous and generally accepted indicators. This leads to a laundry list of problems with no clear sense of scope or priority. Even for those problems that are widely acknowledged, the lack of diagnostics leads to a poor understanding of their severity and complexity.

Make Voting Work seeks proposals for new diagnostic measures of one or more components of the election system. Measures should help to answer core questions, like:

- How well are voters being serviced by the current state of election administration and to what extent are voters well-informed?
- How accurate are voter registration lists and election results and what are the causes of disparities across jurisdictions?
- How secure are elections? What is the impact of new technologies and emerging reforms including early voting, vote centers, expanded government registration efforts, voting by mail, shortened registration deadlines, voter identification requirements and others?
- How efficient is the current system and where can policies and procedures be altered or resources redirected to attain higher levels of accuracy, convenience and security?

Examples of often mentioned focal points for diagnostics include:

- Voter turnout
- Voter registration
- Election accuracy
- Voter-list quality
- Early voting
- Absentee voting
- Voting by mail
- Provisional voting
- Voting system adoption and performance
- Voter convenience
- Election administration costs/ government efficiency and performance
- Accessibility
- Voter satisfaction

New and experimental measures are encouraged.

Proposals can vary in terms of the number of measures developed. The proposed measures should meet the following three criteria:

- (1) **Rigor.** The methods for generating the measure should be rigorous, such that most individuals knowledgeable about election issues would view the measures as objective, independent and accurate;
- (2) **Relevance.** The measures should relate to one or more of the four key attributes of a working election system: accuracy, convenience, efficiency and security; and
- (3) **Replicability.** While MVW will fund projects that develop measures for a limited number of states or jurisdictions, the measures should be replicable across jurisdictions and states and over time.

All proposals must include a plan for applying these new measures to elections data. For some measures, data from the 2006 election cycle may be available. If so, bidders should explain what the data are, how they would acquire the data and how they would derive the new measures from these data.

For other measures, sufficient data may not have been collected in the 2006 election cycle. If so, proposals should include a detailed plan for collecting the necessary data at the local, state or national level during elections in 2007 or 2008 and beyond. Bidders should explain what data are needed and how they will be collected in a representative fashion. Bidders should also explain how they will derive the new measures from these data.

New Solutions – Planning Grants for Pilot Projects

MVW seeks to identify effective solutions to the problems facing the election system. While we contend that the diagnostic tools for measuring problems in the election system are inadequate, we also believe there are some widely-accepted challenges facing the field. For example:

- The process of voting can be inconvenient, especially when compared with the level of service individuals receive in other more service-oriented fields;
- The election system is too often inefficient, with states and localities using outdated and labor-intensive procedures to register voters and process votes;
- Innovation in election technology is stifled by “market failure,” as exhibited by entry barriers facing potential vendors, a lack of transparency, uneven purchaser information and uncertain certification regimes; and
- Elections and election systems too often appear inaccurate and susceptible to failure.

Make Voting Work seeks to identify solutions that address these and other problems. Some experiments and pilot projects are currently being developed by states and localities, while others are simply in the idea stage.

Through this proposal process, MVW will provide planning grants to organizations and partnerships to help set the stage for the implementation and evaluation of pilot projects and support objective nonpartisan implementation of election administration. This includes work designing new pilots as well as work designing evaluations of new or existing election system reforms. Ultimately, we intend to evaluate initiatives that are tested in the 2007 and 2008 election cycles.

Planning grants can cover the costs of fully developing the operational details of an election reform pilot project. The grants also can cover the costs of designing an evaluation, including designing any data collection activities and potential estimation procedures. Evaluations should include a comparison group design, combined with an in-depth case study. Finally, the planning grants can cover the costs of developing a detailed budget and timeline for implementing the pilot and conducting the evaluation.

Planning grant proposals must demonstrate an established or likely commitment from state and/or local jurisdictions needed to implement the pilot. Similarly, preference will be given to proposals that reflect partnerships among two or more types of stakeholders, including government agencies, research organizations and private-sector companies.

PROPOSAL GUIDELINES

MVW plans to invest over \$2 million in projects identified through this competition. The total number of projects funded will depend on the budget of the winning projects. Individual proposals must demonstrate and justify all anticipated costs. As guidance, we expect that grants will range from \$25,000 to \$200,000 but MVW may fund projects that have budgets above or below these levels.

Application Process

Proposals should be no longer than 15 pages (single spaced) for projects to develop new diagnostics and no longer than 10 pages (single spaced) for planning grants (page limitations exclude resumes and data tables). Each proposal should include:

- A brief abstract (no more than 150 words) summarizing the work being proposed;
- A statement of research questions to be addressed, including a discussion of why those questions are important and a discussion of any previous research aimed at answering those questions;
- A description of the approach -
 - For research proposals to develop new diagnostics, this should include a discussion of the data to be used, a discussion of how the data will be acquired and a discussion of the methods for measuring and analyzing outcomes;
 - For planning grant proposals, this should include a description of the pilot project, a discussion of the location(s) for implementing that experiment, a discussion of the steps needed to fully design the pilot (if relevant) and a discussion of the likely evaluation procedures;
- A work plan delineating the tasks to be conducted and a timeline for completing those tasks;
- A staffing plan indicating the key staff that will perform each task. The staffing plan should include a short bio for each key staff member (full resumes can be included as an appendix); and
- A budget showing costs by task; for each task, the budget should include separate line items for labor costs, fringe-benefit costs, other direct costs, indirect costs and travel. The Trusts will pay no more than 10 percent of indirect costs.

The cover page for the proposal should include the name and contact information for a single point of contact for correspondence about the proposal. The cover page should also include the total amount of funding being requested.

Proposals should be submitted electronically (in PDF or Microsoft Word document format) to Scott Cody, Project Director for Research, Pew Center on the States, SCody@PewCenterontheStates.org. Proposals must be received by 5:30 p.m. EST on June 4, 2007. Bidders who do not receive confirmation of receipt of their proposal before that deadline should not assume the proposal has been received and should resubmit.

Questions concerning the application process should be submitted to Scott Cody at SCody@PewCenterontheStates.org no later than April 30, 2007. Responses to questions will be posted on the Pew Center on the States Web site (www.pewcenteronthestates.org) by May 9, 2007.

Potential respondents seeking partners should contact MVW via email and provide their background, contact information and a short description of a topic area of interest. MVW will post a description of responses on the Pew Center on the States website and seek to connect potential respondents with partners.

Evaluation Criteria

All evaluations will be assessed on their relevance to the objectives stated in this RFP. Specifically, proposals should:

- (1) be responsive to the goals of promoting an election system that is accurate, convenient, efficient and secure;
- (2) be grounded in rigorous research; and
- (3) offer practical applications to the elections field.

Bidders should ensure that their proposal clearly articulates the research objectives as well as the research approach. Preferences will be given to proposals that reflect new and innovative ideas and represent partnerships among researchers, elections officials and the private sector.

Proposals that meet these overall goals will be further assessed on three specific evaluation criteria:

- (1) Methodological Approach.** Proposals to develop new diagnostics will be assessed on the suitability of the analytical methods, the appropriateness of the data sources and the likelihood the proposed data can be acquired. Proposals for planning grants will be evaluated on the approach for designing the pilot and/or evaluation, the demonstrated need for the planning grant and the likelihood that the proposed reform can be implemented.
- (2) Work Plan and Budget.** Proposals will be assessed on whether the tasks delineated in the work plan are adequately described and are both reasonable and sufficient to carry out the proposed project. Reviewers also will examine whether the budget proposed is appropriate for the work being conducted.

(3) Personnel. Proposals will be assessed on the qualifications of key persons who will conduct the project.

The primary metric for assessing proposals will be the extent to which they address the core goals of Make Voting Work. Qualifying proposals will then be evaluated on the basis of proposed methodological approach, the work plan and budget and personnel, respectively.



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (long form)

APPROVED : MULTNOMAH COUNTY
 BOARD OF COMMISSIONERS
 AGENDA # R-2 DATE 05/31/07
 DEBORAH L. BOGSTAD, BOARD CLERK

Board Clerk Use Only

Meeting Date: 05/31/07
 Agenda Item #: R-2
 Est. Start Time: 9:35 AM
 Date Submitted: 05/17/07

NOTICE OF INTENT to Submit a Proposal to the Health Resources and Services Administration Ryan White Title III Capacity Development Grant
Agenda Title: Competition

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 **Amount of Time Needed:** 5 min.
Department: Health Department **Division:** HIV Health Services Center, Integrated Clinical Services
Contact(s): Jodi Davich, Nicole Hermanns
Phone: 503-988-3663 **Ext.** 26561 **I/O Address:** 160/9
Presenter(s): Jodi Davich, Nicole Hermanns

General Information

1. What action are you requesting from the Board?

Authorize the Director of the Health Department to submit a proposal to the Health Resources and Services Administration to request one-time funding in the amount of approximately \$100,000 to support the implementation of an electronic medical record system in the HIV Health Services Center.

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

MCHD has provided medical care to HIV infected individuals from the onset of HIV disease, through its primary care clinics. To respond to the growing number of HIV/AIDS clients, and the demand for specialized care from "expert" providers, MCHD applied for and was awarded Ryan White Title III Early Intervention funds in 1990. MCHD is the only agency in Oregon with Ryan White Title III Early Intervention funds. These funds established the HIV Health Services Center in 1990, and the clinic has been in operation since that time. This Center serves a six-county area that includes Multnomah, Washington, Clackamas, Columbia, Yamhill and Clark counties.

The HIV epidemic continues to pose enormous challenges in the United States, both for the communities most affected and for health care professionals who serve these communities. As of 12/31/05, there were 3,952 persons living with HIV (PLWH/A) in the greater Portland area of which

81% live in Multnomah County. 60% of Oregon's total HIV/AIDS cases reside in Multnomah County. This includes an estimated 2,111 persons living with AIDS and 1,841 persons living with HIV (non-AIDS). 368 new AIDS cases and 320 new HIV (non-AIDS) cases were reported during the past two years (2004 and 2005). Although HIV is still primarily a disease of men in the EMA, 12.5% of HIV-positive cases diagnosed from 01/01/04 through 12/31/2005 occurred in women. While women account for 9.3% of all living AIDS cases reported through 12/31/05, they account for 10.9% of new AIDS cases reported in the last two years, and make up 14.6% of those living with HIV (non-AIDS) for this same time period. The combined HIV and AIDS prevalence in the Portland area increased approximately 7.8% from 2004 to 2005, fueling a continuing public health problem. Persons with HIV are five times more likely than the general population to be below 100% of the poverty level; nine times more likely to be homeless; and twice as likely to suffer from substance abuse and mental illness. HIV disproportionately affects people in poverty, racial/ethnic minority populations and others who are underserved by healthcare and prevention systems.

The HIV Health Services Center (HHSC) is preparing to transition from a paper medical record to an electronic health record. Due to the complex nature of treating HIV patients and new HHSC programs such as *Anal Colposcopy* and *Hepatitis C Treatment*, additional technical and clinical support will be required. If funded, the proposed grant will provide resources that will enable HHSC to have a smoother implementation and less disruption to the clinical practice. There will be an emphasis on working to assure that the ability to track critical clinical quality measures are maintained and if possible, improved.

This grant will be directly related to Program Offer 40012 Services for Persons Living with HIV. **Funds associated with this grant cannot supplant County funding requested in this program offer. Funds will be used to enhance the proposed program offers.**

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

We will request up to \$100,000 for a one-year project. This is a one-time only request.

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

No legal or policy issues are involved.

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

None.

ATTACHMENT A

Grant Application/Notice of Intent

If the request is a Grant Application or Notice of Intent, please answer all of the following in detail:

- **Who is the granting agency?**
Health Resources and Services Administration (HRSA)
- **Specify grant (matching, reporting and other) requirements and goals.**
This competitive grant is focused on organizational infrastructure development related to the delivery or improvement of HIV primary care services. The goal of the proposed project is to support the implementation of an electronic medical record system in the HIV Health Services Center (HSSC). The grant funds can not be used for direct services to clients. There is no matching requirement.
- **Explain grant funding detail – is this a one time only or long term commitment?**
We will request up to \$100,000 to pay for staff to assist with the planning and implementation of the electronic medical record at the HHSC. This is a one time only commitment.
- **What are the estimated filing timelines?**
The grant application is due June 4, 2007.
- **If a grant, what period does the grant cover?**
The project period will be approximately September 1, 2007 through August 31, 2008.
- **When the grant expires, what are funding plans?**
This is a short-term project. The need for additional funding related to this project is not anticipated.
- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**
These costs will be incorporated into the project budget.

ATTACHMENT B

Required Signatures

**Elected Official or
Department/
Agency Director:**

Lillian Shirley

Date: 5/15/2007

Budget Analyst:

Debra

Date: 05/17/07



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (long form)

APPROVED : MULTNOMAH COUNTY
 BOARD OF COMMISSIONERS
 AGENDA # R-3 DATE 05/31/07
 DEBORAH L. BOGSTAD, BOARD CLERK

| Board Clerk Use Only | |
|----------------------|-----------------|
| Meeting Date: | <u>05/31/07</u> |
| Agenda Item #: | <u>R-3</u> |
| Est. Start Time: | <u>9:37 AM</u> |
| Date Submitted: | <u>05/17/07</u> |

BUDGET MODIFICATION: HD - 10

| | |
|----------------------|---|
| Agenda Title: | Budget Modification HD-10 Appropriating \$126,982 Grant from the Department of Health and Human Services for Participation in the Community Based Abstinence Education Program |
|----------------------|---|

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

| | | | |
|--------------------------------|---|-------------------------------|--|
| Requested Meeting Date: | <u>May 31, 2007</u> | Amount of Time Needed: | <u>5 minutes</u> |
| Department: | <u>Health Department</u> | Division: | <u>Community Health Promotion, Partnership and Planning (CHP3)</u> |
| Contact(s): | <u>Lester A. Walker, Finance and Budget Manager</u> | | |
| Phone: | <u>503-988-3674</u> | Ext. | <u>26457</u> |
| | | I/O Address: | <u>167/2/210</u> |
| Presenter(s): | <u>Kathy Norman, Program Manager</u> | | |

General Information

1. What action are you requesting from the Board?

Approval of appropriation of \$126,982 in FY07 funding from the Department of Health and Human Services – Administration for Children and Families for the Health Department to participate in the Community Based Abstinence Education (CBAE) Program. DHHS has awarded the Health Department a five year grant totaling approximately \$2,757,000 to provide adolescent abstinence education services to Multnomah County’s teens for a five-year period beginning September 30, 2006.

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

In 1995, the Multnomah County Health Department developed and piloted an abstinence education program called Students Today Aren’t Ready for Sex (STARS) as part of its school based health education program. STARS is an abstinence based teen pregnancy prevention program delivered in middle schools to 6th and 7th graders. Intensively trained teen leaders present the message, “It’s

best for teens to wait to have sex.” As a skills-based program, STARS gives children practice in *how* to say no effectively. The objective of STARS is to help reduce teen pregnancy by reaching young teens before they become sexually active, teaching them to identify and resist pressures that lead to sexual involvement. The STARS model has been replicated on a statewide basis. In 2003, the Health Department received a federal, three-year Community Based Abstinence Education grant to expand our STARS program to reach 8th and 10th graders in partnership with Northwest Family Services. This three-year project ends this summer.

The purpose of the federal Community Based Abstinence Education (CBAE) program is to educate young people and create an environment within communities that supports teen decisions to postpone sexual activity. Due to a reduction in the size of grants, Northwest Family Services and the Health Department have agreed to submit separate grant applications to request funds to continue our current CBAE efforts.

Funds have been awarded for the period 9/30/2006 through 9/29/2011. FY08 Program Offer #40025 – Student’s Today Aren’t Ready for Sex (STARS) includes \$551,400 in CBAE grant funds.

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

Approval of this budget modification will increase the Health Department’s FY07 Federal/State budget by \$126,982. This amount is in addition to \$286,568 in grant funds in the FY07 budget. Funding will continue through 9/29/11 at approximately \$551,400 per year.

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

There are no legal and/or policy issues. Abstinence Education is well established in Multnomah County and the State. The additional grant funds will sustain and improve current efforts.

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

Parents, students, and other interested parties will be invited to serve on the Project Advisory Committee.

ATTACHMENT A

Budget Modification

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

• **What revenue is being changed and why?**

The Health Department's FY07 Fed/State Revenue will increase by \$126,982 as a result of the work performed under this grant.

• **What budgets are increased/decreased?**

The Health Department's CHP3 FY07 budget will realize a net increase of \$126,982. Personnel, Insurance, Benefits will increase by \$70,077, Professional Services by \$53,625, Materials and Supplies by \$17,151, and Internal Services will decrease by \$13,871.

• **What do the changes accomplish?**

The goal of the project is to educate young people and create an environment within communities that supports teen decisions to postpone sexual activity.

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

This budget modification will result in a 1.23 FTE increase: Two 0.50 FTE Community Health Specialist 2's will be hired and an existing Community Health Specialist 2 position will be increased from 0.79 FTE to 0.82 FTE. One 0.20 FTE Office Assistant Senior will be hired.

• **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

Revenue covers all indirect costs.

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

The function will be ongoing. The grant award provides funding for a five year project period.

• **If a grant, what period does the grant cover?**

The Year 01 Budget Period is 9/30/06 – 9/29/07. The Project Period is 9/30/06 - 9/29/11. This Bud Mod is for the Period 9/30/06 – 6/30/07. The FY08 budget is included under FY08 Program Offer 40025.

• **If a grant, when the grant expires, what are funding plans?**

We plan to reapply for similar funds from DHHS. The department does not intend to backfill expired grant funds with county general fund.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: HD - 10

Required Signatures

**Elected Official or
Department/
Agency Director:**

Lillian Shirley

Date: kj
05/15/07

Budget Analyst:

Debra

Date: 05/15/07

Department HR:

Patricia Keller

Date: 05/09/07

Countywide HR:

Date: _____

Budget Modification ID: **HD-07-10****EXPENDITURES & REVENUES**

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

Budget/Fiscal Year: 2007

| Line No. | Fund Center | Fund Code | Func. Area | Accounting Unit | | | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | 09/30/06 - 6/30/07 |
|----------|-------------|-----------|------------|-----------------|-------------|-------------|--------------|----------------|----------------|-----------------------------|---|--------------------|
| | | | | Internal Order | Cost Center | WBS Element | | | | | | Description |
| 1 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 50170 | (413,550) | (413,550) | | DHHS Grant 90AE0160 CBAE | |
| 2 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60000 | 165,978 | 165,978 | | OASr, CHS2 increases 1.23 FTE | |
| 3 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60130 | 52,275 | 52,275 | | Fringe | |
| 5 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60140 | 56,329 | 56,329 | | Insurance | |
| 7 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60170 | 53,625 | 53,625 | | Project Evaluation Services | |
| 8 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60180 | 1,650 | 1,650 | | Printing | |
| 9 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60240 | 1,800 | 1,800 | | Office, Instructional | |
| 10 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60240 | 443 | 443 | | Abstinence Education Curriculum | |
| 11 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60240 | 8,997 | 8,997 | | Evaluation Materials | |
| 12 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60240 | 2,250 | 2,250 | | Materials for Teen Ldr. Trng. & Comm. Mtgs. | |
| 13 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60240 | 1,500 | 1,500 | | Student Incentives | |
| 14 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60260 | 2,100 | 2,100 | | Staff Dvlpt. & Trng. | |
| 15 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60270 | 2,309 | 2,309 | | Local Travel | |
| 16 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60350 | 8,592 | 8,592 | | Central Indirect | |
| 17 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60355 | 19,244 | 19,244 | | Departmental Indirect | |
| 18 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60370 | 4,338 | 4,338 | | Phone | |
| 19 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60380 | 2,032 | 2,032 | | Data Processing, IT Fees | |
| 20 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60410 | 5,549 | 5,549 | | Motor Pool | |
| 21 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60430 | 23,640 | 23,640 | | Office Space | |
| 22 | 40-40 | 32219 | 30 | | | 4FA44-01-1 | 60460 | 900 | 900 | | Distribution & Postage | |
| 23 | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | |
| 25 | | | | | | | | | | | | |
| 26 | | | | | | | | | | | | |
| 27 | | | | | | | | | | | | |
| 28 | | | | | | | | | | | | |
| 29 | | | | | | | | | | | | |
| | | | | | | | | | 0 | 0 | Total - Page 1 | |
| | | | | | | | | | 0 | 0 | GRAND TOTAL | |

Budget Modification ID: **HD-07-10****EXPENDITURES & REVENUES**

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

Budget/Fiscal Year: 2007

| Line No. | Fund Center | Fund Code | Func. Area | Accounting Unit | | | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | 09/30/06 - 6/30/07 Description |
|----------|-------------|-----------|------------|-----------------|-------------|-------------|--------------|----------------|----------------|-----------------------------|----------|---|
| | | | | Internal Order | Cost Center | WBS Element | | | | | | |
| 30 | 19 | 1000 | 20 | | 9500001000 | | | | (3,209) | (3,209) | | Indirect reimbursement revenue in GF |
| 31 | 19 | 1000 | 20 | | 9500001000 | | | | 3,209 | 3,209 | | CGF Contingency expenditure |
| 32 | | | | | | | | | | | | |
| 33 | 40-40 | 1000 | 30 | | 409050 | | | | (7,188) | (7,188) | | Indirect Dept reimbursement revenue in GF |
| 34 | 40-40 | 1000 | 30 | | 409001 | | | | 7,188 | 7,188 | | Off setting Dept expenditure in GF |
| 35 | | | | | | | | | | | | |
| 36 | 72-10 | 3500 | 20 | | 705210 | | | | (26,541) | (26,541) | | Insurance Revenue |
| 37 | 72-10 | 3500 | 20 | | 705210 | | | | 26,541 | 26,541 | | Offsetting expenditure |
| 38 | | | | | | | | | | | | |
| 39 | 72-50 | 3505 | 0020 | | 902575 | | | | 1,900 | 1,900 | | Budgets receipt of Bldg Mgmt service reimbursement |
| 40 | 72-50 | 3505 | 0020 | | 902575 | | | | (1,900) | (1,900) | | Budgets offsetting expenditure |
| 41 | | | | | | | | | | | | |
| 42 | 72-60 | 3503 | 0020 | | 709105 | | | | 7,536 | 7,536 | | Budgets receipt of Data Processing reimbursement |
| 43 | 72-60 | 3503 | 0020 | | 709105 | | | | (7,536) | (7,536) | | Budgets offsetting expenditures |
| 44 | | | | | | | | | | | | |
| 45 | 72-60 | 3503 | 0020 | | 709525 | | | | 529 | 529 | | Budgets receipt of reimbursement |
| 46 | 72-60 | 3503 | 0020 | | 709525 | | | | (529) | (529) | | Budgets offsetting expenditure in telecommunications fund |
| 47 | | | | | | | | | | | | |
| 48 | 72-55 | 3501 | 0020 | | 904100 | | | | 2,957 | 2,957 | | Budgets receipt of Motor Pool service reimbursement |
| 49 | 72-55 | 3501 | 0020 | | 904100 | | | | (2,957) | (2,957) | | Budgets offsetting expenditure |
| 50 | | | | | | | | | | | | |
| 51 | 72-55 | 3504 | 0020 | | 904400 | | | | 949 | 949 | | Budgets receipt of service reimbursement |
| 52 | 72-55 | 3504 | 0020 | | 904400 | | | | (949) | (949) | | Budgets offsetting expenditure |
| 53 | | | | | | | | | | | | |
| 54 | | | | | | | | | | | | |
| 55 | | | | | | | | | | | | |
| 56 | | | | | | | | | | | | |
| 57 | | | | | | | | | | | | |
| 58 | | | | | | | | | | | | |
| | | | | | | | | | 0 | 0 | | Total - Page 2 |
| | | | | | | | | | 0 | 0 | | GRAND TOTAL |

Budget Modification ID: **HD-07-10****EXPENDITURES & REVENUES**

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

Budget/Fiscal Year: 2007

| Line No. | Fund Center | Fund Code | Func. Area | Accounting Unit | | | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | 09/30/06 - 6/30/07 Description |
|----------|-------------|-----------|------------|-----------------|-------------|-------------|--------------|----------------|----------------|-----------------------------|----------|--------------------------------|
| | | | | Internal Order | Cost Center | WBS Element | | | | | | |
| 59 | 40-40 | 32107 | 30 | | | 4CA53-1 | 50195 | (394,497) | (107,930) | 286,567 | | 4CA53-1 Grant was not funded. |
| 60 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60000 | 175,871 | 51,577 | (124,294) | | CA44-01-1 budget offset. |
| 61 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60100 | 8,959 | 0 | (8,959) | | |
| 62 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60120 | 1,348 | 0 | (1,348) | | |
| 63 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60130 | 56,216 | 16,100 | (40,116) | | |
| 64 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60140 | 62,306 | 32,518 | (29,788) | | |
| 65 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60180 | 3,241 | 0 | (3,241) | | |
| 66 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60240 | 3,241 | 0 | (3,241) | | |
| 67 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60250 | 2,431 | 0 | (2,431) | | |
| 68 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60260 | 2,804 | 0 | (2,804) | | |
| 69 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60270 | 2,495 | 0 | (2,495) | | |
| 70 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60340 | 83 | 0 | (83) | | |
| 71 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60350 | 7,770 | 2,388 | (5,382) | | |
| 72 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60355 | 17,403 | 5,347 | (12,056) | | |
| 73 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60370 | 4,867 | 0 | (4,867) | | |
| 74 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60380 | 9,568 | 0 | (9,568) | | |
| 75 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60410 | 8,505 | 0 | (8,505) | | |
| 76 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60430 | 25,540 | 0 | (25,540) | | |
| 77 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60460 | 1,849 | 0 | (1,849) | | |
| 78 | | | | | | | | | 0 | | | |
| 79 | | | | | | | | | 0 | | | |
| 80 | | | | | | | | | 0 | | | |
| 81 | | | | | | | | | 0 | | | |
| 82 | | | | | | | | | 0 | | | |
| 83 | | | | | | | | | 0 | | | |
| 84 | | | | | | | | | 0 | | | |
| 85 | | | | | | | | | 0 | | | |
| 86 | | | | | | | | | 0 | | | |
| 87 | | | | | | | | | 0 | | | |
| | | | | | | | | | 0 | 0 | | Total - Page 3 |
| | | | | | | | | | 0 | 0 | | GRAND TOTAL |

Budget Modification ID: HD-07-10

EXPENDITURES & REVENUES

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

Budget/Fiscal Year: 2007

| Line No. | Fund Center | Fund Code | Func. Area | Accounting Unit | | | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | 09/30/06 - 6/30/07 Description |
|----------|-------------|-----------|------------|-----------------|-------------|-------------|--------------|----------------|----------------|-----------------------------|----------|--------------------------------|
| | | | | Internal Order | Cost Center | WBS Element | | | | | | |
| 88 | | | | | | | | 0 | | | | |
| 89 | | | | | | | | 0 | | | | |
| 90 | | | | | | | | 0 | | | | |
| 91 | | | | | | | | 0 | | | | |
| 92 | | | | | | | | 0 | | | | |
| 93 | | | | | | | | 0 | | | | |
| 94 | | | | | | | | 0 | | | | |
| 95 | | | | | | | | 0 | | | | |
| 96 | | | | | | | | | | | | |
| 97 | | | | | | | | 0 | | | | |
| 98 | | | | | | | | 0 | | | | |
| 99 | | | | | | | | 0 | | | | |
| 100 | | | | | | | | 0 | | | | |
| 101 | | | | | | | | 0 | | | | |
| 102 | | | | | | | | 0 | | | | |
| 103 | | | | | | | | 0 | | | | |
| 104 | | | | | | | | 0 | | | | |
| 105 | | | | | | | | 0 | | | | |
| 106 | | | | | | | | 0 | | | | |
| 107 | | | | | | | | 0 | | | | |
| 108 | | | | | | | | 0 | | | | |
| 109 | | | | | | | | 0 | | | | |
| 110 | | | | | | | | 0 | | | | |
| 111 | | | | | | | | 0 | | | | |
| 112 | | | | | | | | 0 | | | | |
| 113 | | | | | | | | 0 | | | | |
| 114 | | | | | | | | 0 | | | | |

| | | |
|---|--------|--------|
| ANNUALIZED PERSONNEL CHANGE | 32.09% | 6.50% |
| Change on a <u>full year basis</u> even though this action affects only a part of the fiscal year (FY). | 29.08% | 5,650 |
| | | 10,443 |

| | | | | | | | | | | ANNUALIZED | |
|---------------------------------|-------|--------|----------------|-----------------|-------------|---------------|---------------|---------------|---------------|-------------------|-----------|
| Fund | Job # | HR Org | Position Title | Position Number | FTE | BASE PAY | FRINGE | INSUR | TOTAL | OPSRP or Reg PERS | TOTAL FTE |
| 32219 | 6002 | TBD | OASr | TBD | 0.20 | 6,874 | 1,999 | 2,535 | 11,409 | OPSRP | 1.00 |
| 32219 | 6047 | 61480 | CHS2 | 700194 | 0.03 | 1,240 | 398 | 81 | 1,718 | Reg PERS | 0.82 |
| 32219 | 6047 | 61480 | CHS2 | 712989 | 0.50 | 16,786 | 4,881 | 6,741 | 28,408 | OPSRP | 0.50 |
| 32219 | 6047 | 61480 | CHS2 | 712988 | 0.50 | 16,786 | 4,881 | 6,741 | 28,408 | OPSRP | 0.50 |
| | | | | | | | | | 0 | | |
| | | | | | | | | | 0 | | |
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| | | | | | | | | | 0 | | |
| | | | | | | | | | 0 | | |
| | | | | | | | | | 0 | | |
| TOTAL ANNUALIZED CHANGES | | | | | 1.23 | 41,685 | 12,159 | 16,098 | 69,943 | | |

| |
|--|
| CURRENT YEAR PERSONNEL DOLLAR CHANGE |
| Calculate costs/savings that will take place <u>in this FY</u> ; these should explain the actual dollar amounts being changed by this Bud Mod. |

| | | | | | | | | | | CURRENT YEAR (9/30/06 - 6/30/07) | |
|---------------------------------|-------|--------|----------------|-----------------|-------------|---------------|---------------|---------------|---------------|----------------------------------|--|
| Fund | Job # | HR Org | Position Title | Position Number | FTE | BASE PAY | FRINGE | INSUR | TOTAL | | |
| 32219 | 6002 | TBD | OASr | TBD | 0.20 | 6,874 | 1,999 | 2,535 | 11,409 | | |
| 32219 | 6047 | 61480 | CHS2 | 700194 | 0.03 | 1,240 | 398 | 81 | 1,718 | | |
| 32219 | 6047 | 61480 | CHS2 | 712989 | 0.50 | 16,786 | 4,881 | 6,741 | 28,408 | | |
| 32219 | 6047 | 61480 | CHS2 | 712988 | 0.50 | 16,786 | 4,881 | 6,741 | 28,408 | | |
| | | | | | | | | | 0 | | |
| | | | | | | | | | 0 | | |
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| | | | | | | | | | 0 | | |
| | | | | | | | | | 0 | | |
| | | | | | | | | | 0 | | |
| | | | | | | | | | 0 | | |
| TOTAL CURRENT FY CHANGES | | | | | 1.23 | 41,685 | 12,159 | 16,098 | 69,943 | | |



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (long form)

APPROVED : MULTNOMAH COUNTY
 BOARD OF COMMISSIONERS
 AGENDA # R-4 DATE 05/31/07
 DEBORAH L. BOGSTAD, BOARD CLERK

| Board Clerk Use Only | |
|----------------------|-----------------|
| Meeting Date: | <u>05/31/07</u> |
| Agenda Item #: | <u>R-4</u> |
| Est. Start Time: | <u>9:39 AM</u> |
| Date Submitted: | <u>05/16/07</u> |

BUDGET MODIFICATION: HD - 25

| | |
|----------------------|--|
| Agenda Title: | Budget Modification HD-25 Appropriating \$117,070 in Revenue from the Northwest Family Services for the Healthy Relationships Project |
|----------------------|--|

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

| | | | |
|--------------------------------|---|-------------------------------|--|
| Requested Meeting Date: | <u>May 31, 2007</u> | Amount of Time Needed: | <u>5 minutes</u> |
| Department: | <u>Health</u> | Division: | <u>Community Health Promotion, Partnership and Planning (CHP3)</u> |
| Contact(s): | <u>Lester A. Walker, Finance and Budget Manager</u> | | |
| Phone: | <u>503-988-3674</u> | Ext.: | <u>26457</u> |
| | | I/O Address: | <u>167/2/210</u> |
| Presenter(s): | <u>Kathy Norman, Program Manager</u> | | |

General Information

1. What action are you requesting from the Board?

Approval of appropriation of \$117,070 in FY07 funding from the Northwest Family Services (NWFS) for the Health Department to participate in the Healthy Relationships Project.

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

Northwest Family Services received a five year grant to increase awareness by the community at large, teens, and underserved communities (such as African Americans and Latinos) of the benefits of a healthy relationship and/or marriage. The collaborative approach between Northwest Family Services (NWFS) as the lead agency partnering with Multnomah County Health Department (MCHD) and Catholic Charities of Oregon (CC) will provide relationship and marriage education services to pregnant and parenting teens, high school and college students, low-income couples, and the public at large. The project places a special emphasis on serving low-income Latino and African Americans by establishing a network of services in farm worker and low-income housing as well as faith-based communities. This project will significantly expand healthy relationship and skill-based marriage education to needy populations currently not served. NWFS has provided English/Spanish

language, evidenced-based marriage education for over 15 years. Using existing, proven curricula for relationship education and healthy marriage preparation and education, this project will adapt instructional materials to meet the needs of various socio-economic and ethnic populations. The project will also evaluate different types of services to identify any outcome variation depending upon the approach, the curricula, the presenter, and the dosage.

MCHD's STARS program will receive funding in the amount of \$300,000 per year for five years to expand its work in the public schools. FY08 Program Offer #40025 – Student's Today Aren't Ready for Sex (STARS) includes \$300,000 in NWFS – Healthy Relationships Project grant funds. This is the first year of the grant and it was not included in an FY07 Program Offer.

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

Approval of this budget modification will increase the Health Department's FY07 Federal/State budget by \$117,070. This amount is in addition to \$107,070 in grant funds in the FY07 budget. Funding will continue through 9/29/11 at approximately \$300,000 per year.

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

There are no legal and/or policy issues involved.

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

Northwest Family Services will put together a Project Advisory Committee that will include project partners, community members and project participants.

ATTACHMENT A

Budget Modification

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

- **What revenue is being changed and why?**

The Health Department's FY07 Fed/State Revenue will increase by \$117,070 as a result of the work performed under this grant.

- **What budgets are increased/decreased?**

The Health Department's CHP3 FY07 budget will realize a net increase of \$117,070. Personnel, Insurance, Benefits will increase by \$74,857, Professional Services by \$6,338, Materials and Supplies by \$20,865, and Internal Services by \$15,010.

- **What do the changes accomplish?**

The Health Department will expand its work in public schools. These funds will be used to provide education to high school students around forming and maintaining healthy relationships, decision making, and human sexuality.

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

This budget modification will result in a 2.02 FTE increase: One 1.0 FTE and one 0.82 FTE Community Health Specialist 2 will be hired. One 0.20 FTE Office Assistant Senior will be hired.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

Revenue covers all indirect costs.

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

The function will be ongoing. The grant award provides funding for a five year period.

- **If a grant, what period does the grant cover?**

The Year 01 Budget Period is 9/30/06 – 9/29/07. The Project Period is 9/30/06 – 9/29/11. This budget modification is for the period 9/30/06 – 6/30/07. The FY08 budget is included under Program Offer #40025 - Student's Today Aren't Ready for Sex (STARS).

- **If a grant, when the grant expires, what are funding plans?**

When the grant expires, additional grant funds will be sought. The department does not expect to backfill expired grant funds with county general fund.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: HD - 25

Required Signatures

**Elected Official or
Department/
Agency Director:**

Lillian Shirley

**Kj
Date: 05/15/07**

Budget Analyst:

Debra

Date: 05/15/07

Department HR:

Kathleen Keller

Date: 05/09/07

Countywide HR:

Date: _____

Budget Modification ID: **HD-07-25**

EXPENDITURES & REVENUES

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

Budget/Fiscal Year: 2007

| Line No. | Fund Center | Fund Code | Func. Area | Accounting Unit | | | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | 09/30/06 - 6/30/07 |
|----------|-------------|-----------|------------|-----------------|-------------|-------------|--------------|----------------|----------------|-----------------------------|-----------------------------------|--------------------|
| | | | | Internal Order | Cost Center | WBS Element | | | | | | Description |
| 1 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 50195 | (225,000) | (225,000) | | NWFS Healthy Relationship Grant | |
| 2 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60000 | 105,193 | 105,193 | | PM, CHS2, PDS, OASr | |
| 3 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60130 | 33,595 | 33,595 | | fringe | |
| 4 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60140 | 36,264 | 36,264 | | insurance | |
| 5 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60170 | 6,338 | 6,338 | | faith based outreach | |
| 6 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60180 | 2,250 | 2,250 | | printing | |
| 7 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60240 | 9,987 | 9,987 | | program and office supplies | |
| 8 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60260 | 863 | 863 | | peer educator training | |
| 9 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60350 | 4,784 | 4,784 | | central indirect | |
| 10 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60355 | 10,716 | 10,716 | | departmental indirect | |
| 11 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60370 | 1,136 | 1,136 | | telecommunications | |
| 12 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60430 | 12,375 | 12,375 | | building management | |
| 13 | 40-40 | 32244 | 30 | | | 4CA94-01-1 | 60460 | 1,500 | 1,500 | | distribution and postage | |
| 14 | | | | | | | | 0 | | | | |
| 15 | 40-40 | 32107 | 30 | | | 4CA53-1 | 50195 | (107,930) | 0 | 107,930 | Offset grant that was not awarded | |
| 16 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60000 | 51,577 | 0 | (51,577) | Offset grant that was not awarded | |
| 17 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60130 | 16,100 | 0 | (16,100) | Offset grant that was not awarded | |
| 18 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60140 | 32,518 | 0 | (32,518) | Offset grant that was not awarded | |
| 19 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60350 | 2,388 | (0) | (2,388) | Offset grant that was not awarded | |
| 20 | 40-40 | 32107 | 30 | | | 4CA53-1 | 60355 | 5,347 | 0 | (5,347) | Offset grant that was not awarded | |
| 21 | | | | | | | | | | | | |
| 22 | | | | | | | | | | | | |
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| 28 | | | | | | | | | | | | |
| 29 | | | | | | | | | | | | |
| | | | | | | | | | 0 | 0 | Total - Page 1 | |
| | | | | | | | | | 0 | 0 | GRAND TOTAL | |

Budget Modification ID: **HD-07-25****EXPENDITURES & REVENUES**

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

Budget/Fiscal Year: 2007

| Line No. | Fund Center | Fund Code | Func. Area | Accounting Unit | | | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | 09/30/06 - 6/30/07 Description |
|----------|-------------|-----------|------------|-----------------|-------------|-------------|--------------|----------------|----------------|-----------------------------|---|--------------------------------|
| | | | | Internal Order | Cost Center | WBS Element | | | | | | |
| 30 | 19 | 1000 | 20 | | 9500001000 | | 50310 | (2,396) | (2,396) | | Indirect reimbursement revenue in GF | |
| 31 | 19 | 1000 | 20 | | 9500001000 | | 60470 | 2,396 | 2,396 | | CGF Contingency expenditure | |
| 32 | | | | | | | | | | | | |
| 33 | 40-40 | 1000 | 30 | | 409050 | | 50370 | (5,369) | (5,369) | | Indirect Dept reimbursement revenue in GF | |
| 34 | 40-40 | 1000 | 30 | | 409001 | | 60000 | 5,369 | 5,369 | | Off setting Dept expenditure in GF | |
| 35 | | | | | | | | | | | | |
| 36 | 72-10 | 3500 | 20 | | 705210 | | 50316 | (3,746) | (3,746) | | Insurance Revenue | |
| 37 | 72-10 | 3500 | 20 | | 705210 | | 60330 | 3,746 | 3,746 | | Offsetting expenditure | |
| 38 | | | | | | | | | | | | |
| 39 | 72-50 | 3505 | 0020 | | 902575 | | 50310 | (12,375) | (12,375) | | Budgets receipt of Bldg Mgmt service reimbursement | |
| 40 | 72-50 | 3505 | 0020 | | 902575 | | 60170 | 12,375 | 12,375 | | Budgets offsetting expenditure | |
| 41 | | | | | | | | | | | | |
| 42 | 72-60 | 3503 | 0020 | | 709525 | | 50310 | (1,136) | (1,136) | | Budgets receipt of reimbursement | |
| 43 | 72-60 | 3503 | 0020 | | 709525 | | 60200 | 1,136 | 1,136 | | Budgets offsetting expenditure in telecommunications fund | |
| 44 | | | | | | | | | | | | |
| 45 | 72-55 | 3504 | 0020 | | 904400 | | 50310 | (1,500) | (1,500) | | Budgets receipt of service reimbursement | |
| 46 | 72-55 | 3504 | 0020 | | 904400 | | 60230 | 1,500 | 1,500 | | Budgets offsetting expenditure | |
| 47 | | | | | | | | | | | | |
| 48 | | | | | | | | | | | | |
| 49 | | | | | | | | | | | | |
| 50 | | | | | | | | | | | | |
| 51 | | | | | | | | | | | | |
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| 56 | | | | | | | | | | | | |
| 57 | | | | | | | | | | | | |
| 58 | | | | | | | | | | | | |
| | | | | | | | | | 0 | 0 | Total - Page 2 | |
| | | | | | | | | | 0 | 0 | GRAND TOTAL | |

BOGSTAD Deborah L

From: NORMAN Kathy M
Sent: Monday, May 21, 2007 10:44 AM
To: WILLER Barbara; PICKTHORNE Linda K
Cc: BOGSTAD Deborah L; JOHNSON KaRin R; NEBURKA Julie Z; SARAGOZA Consuelo C
Subject: RE: Submitting Budget Modification HD-25

Barbara,

I am the Program Manager for the Healthy Relationship contract. Under this contract we provide healthy relationship education sessions to about 3500 high school students. Our curriculum includes topics such as how to identify and develop healthy relationships, explore who you are in a relationship, conflict resolution, what is consent? strategies to reduce risk taking behaviors, and explore gender differences (thought process, communication, hormones, etc.). We do not define marriage and instead use the terms healthy committed relationships when talking about longer lasting relationships. Under this contract we provide the education sessions in a school setting and typically we are in a health class. When we talk about gender differences we make statements such as:

"No matter who you date, we all need to know how to get along with people who are different than us, and understand how people of another sex might see the world differently"

We really do our best to teach to all the differences we encounter in the classrooms of young people. I hope this answers your question and provides a better understand of the program. Please don't hesitate to contact me for more information.

Kathy.M.Norman
Adolescent Health Promotion
STARS Program Manager
(503) 988-6250 Ext. 29768
Fax (503) 988-6240
Cell (503) 708-3557

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

From: WILLER Barbara
Sent: Saturday, May 19, 2007 2:53 PM
To: PICKTHORNE Linda K
Cc: BOGSTAD Deborah L; JOHNSON KaRin R; NEBURKA Julie Z; NORMAN Kathy M; SARAGOZA Consuelo C
Subject: RE: Submitting Budget Modification HD-25

This looks great Linda. Approved. I have one question though:

Are healthy relationships and "marriage" defined as only for heterosexuals or will they offer these services to lesbian and gay couples?

Barbara Willer
Deputy Chief Operating Officer
Multnomah County
501SE Hawthorne, 6th floor
Portland, OR 97212
503-988-5002
barbara.willer@co.multnomah.or.us

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

From: PICKTHORNE Linda K
Sent: Wednesday, May 16, 2007 8:27 AM
To: WILLER Barbara
Cc: BOGSTAD Deborah L; JOHNSON KaRin R; NEBURKA Julie Z; NORMAN Kathy M; SARAGOZA

Consuelo C

Subject: Submitting Budget Modification HD-25

Barbara, please accept Budget Modification HD-25 for May 31.

| |
|--|
| <p>Budget Modification HD-25 – Request approval of appropriation of Agenda \$117,070 in revenue from the Northwest Family Services for the Greater Title: Portland Healthy Marriage Project</p> |
|--|

<< File: Bud Mod HD-07-25 NWFS Healthy Marriage.xls >> << File: APR-HD-07-25 NWFS
Healthy Marriage2.doc >>

Julie Neburka has granted permission to use her electronic signature (see below).
I will send the hard copy to Julie for her signature and request her to submit to you.

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

From: NEBURKA Julie Z
Sent: Tuesday, May 15, 2007 8:29 AM
To: PICKTHORNE Linda K
Cc: BOGSTAD Deborah L
Subject: RE: Bud Mod HD-25

Hi Linda—this looks great now! Thanks. Deb, you may use my electronic signature on it.

Thanks,
Julie

*Linda K. Pickthorne
Administrative Operations Supervisor
for Health Department Leadership Team
426 SW Stark, 8th Floor
Portland, Oregon 97204
Interoffice: 160/8
(503) 988-6837 (my desk)
(503) 988-3676 (fax)
(503) 849-7445 (blackberry)*



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (long form)

APPROVED : MULTNOMAH COUNTY
 BOARD OF COMMISSIONERS
 AGENDA # R-5 DATE 05/31/07
 DEBORAH L. BOGSTAD, BOARD CLERK

| Board Clerk Use Only | |
|----------------------|-----------------|
| Meeting Date: | <u>05/31/07</u> |
| Agenda Item #: | <u>R-5</u> |
| Est. Start Time: | <u>9:40 AM</u> |
| Date Submitted: | <u>05/24/07</u> |

BUDGET MODIFICATION: MCSO - 11

| | |
|----------------------|---|
| Agenda Title: | Budget Modification MCSO-11 Appropriating \$16,926 in the Justice Assistance Grant (JAG) Funding |
|----------------------|---|

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

| | | | |
|--------------------------------|-------------------------------------|-------------------------------|------------------------|
| Requested Meeting Date: | <u>May 31, 2007</u> | Amount of Time Needed: | <u>5 Minutes</u> |
| Department: | <u>Sheriff's Office</u> | Division: | <u>Law Enforcement</u> |
| Contact(s): | <u>Wanda Yantis, Budget Manager</u> | | |
| Phone: | <u>503-988-4455</u> | Ext. | <u>84455</u> |
| | | I/O Address: | <u>503/350</u> |
| Presenter(s): | <u>Larry Aab and Wanda Yantis</u> | | |

General Information

1. What action are you requesting from the Board?

The Sheriff's Office is requesting approval of Budget Modification MCSO-08 to appropriate \$16,926 in JAG Funding to our Enforcement Division Budget.

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

Proposed to streamline justice funding and grant administration, the Edward Byrne Memorial Justice Assistance Grant (JAG) Program allows, states, tribes, and local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions. JAG blends the previous Byrne Formula and Local Law Enforcement Block Grant (LLEBG) Programs to provide agencies with the flexibility to prioritize and place justice funds where they are needed most.

The City of Portland Police Bureau (PPB) has been awarded a Justice Assistance Grant. The Sheriff's Office portion is \$90,078 which has all been spent except for the balance of \$16,926. The Sheriff's Office will purchase ballistic vests and side arms for the uniformed staff with this funding.

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

This will increase the Enforcement Division's revenue by \$16,926 in the Federal/State Fund. The funds also covers the central indirect for administration of the funds.

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

N/A

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

The grant is awarded to the City of Portland Police Bureau who will coordinate the disbursement of the grant funding.

ATTACHMENT A

Budget Modification

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

- **What revenue is being changed and why?**

This is an increase of revenue of \$16,926 in the Federal/State Fund for The Sheriff's Office Enforcement Division due to the JAG award.

- **What budgets are increased/decreased?**

-The Enforcement Division will increase their Federal/State budget by \$16,926

- Increase Dept Indirect by \$644

-Increase Central Indirect by \$391

- **What do the changes accomplish?**

This is an increase of revenue of \$16,926 in the Federal/State Fund for The Sheriff's Office Enforcement Division due to the JAG award.

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

No.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

All overhead costs are covered.

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

This is one-time-only revenue. When the funding is exhausted, the program ends. This is tied to program offer 60035 MCSO Enforcement Division Administration in the FY 07 Budget.

- **If a grant, what period does the grant cover?**

FY 07.

- **If a grant, when the grant expires, what are funding plans?**

Our participation will end once the funding ends.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: MCSO - 11

Required Signatures

**Elected Official or
Department/
Agency Director:**



Date: 05/24/07

Budget Analyst:



Date: 05/24/07

Department HR:

Date:

Countywide HR:

Date:

Budget Modification ID: **MCSO-11**

EXPENDITURES & REVENUES

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

Budget/Fiscal Year: 2007

| Line No. | Fund Center | Fund Code | Func. Area | Accounting Unit | | | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | Description |
|----------|-------------|-----------|------------|-----------------|-------------|----------------|--------------|----------------|----------------|-----------------------------|----------|-------------------------|
| | | | | Internal Order | Cost Center | WBS Element | | | | | | |
| 1 | 60-50 | 32169 | | | | SOENF.JAG.FY06 | 50195 | - | (16,926) | (16,926) | | IG-Fed/State thru Other |
| 2 | 60-50 | 32169 | | | | SOENF.JAG.FY06 | 60240 | | 15,891 | 15,891 | | Supplies |
| 3 | 60-50 | 32169 | | | | SOENF.JAG.FY06 | 60350 | | 391 | 391 | | Central Indirect |
| 4 | 60-50 | 32169 | | | | SOENF.JAG.FY06 | 60355 | | 644 | 644 | | Dept Indirect |
| 5 | | | | | | | | | 0 | | | |
| 6 | 60-00 | 1000 | | | 604020 | | 50370 | | (644) | (644) | | Dept Indirect Revenue |
| 7 | 60-00 | 1000 | | | 604020 | | 60240 | | 644 | 644 | | Supplies |
| 8 | | | | | | | | | 0 | | | |
| 9 | 19 | 1000 | | | 9500001000 | | 50310 | | (391) | (391) | | Indirect Revenue |
| 10 | 19 | 1000 | | | 9500001000 | | 60470 | | 391 | 391 | | Contingency |
| 11 | | | | | | | | | 0 | | | |
| 12 | | | | | | | | | 0 | | | |
| 13 | | | | | | | | | 0 | | | |
| 14 | | | | | | | | | 0 | | | |
| 15 | | | | | | | | | 0 | | | |
| 16 | | | | | | | | | 0 | | | |
| 17 | | | | | | | | | 0 | | | |
| 18 | | | | | | | | | 0 | | | |
| 19 | | | | | | | | | 0 | | | |
| 20 | | | | | | | | | 0 | | | |
| 21 | | | | | | | | | 0 | | | |
| 22 | | | | | | | | | 0 | | | |
| 23 | | | | | | | | | 0 | | | |
| 24 | | | | | | | | | 0 | | | |
| 25 | | | | | | | | | 0 | | | |
| 26 | | | | | | | | | 0 | | | |
| 27 | | | | | | | | | 0 | | | |
| 28 | | | | | | | | | 0 | | | |
| 29 | | | | | | | | | 0 | | | |
| | | | | | | | | | 0 | 0 | | Total - Page 1 |
| | | | | | | | | | 0 | 0 | | GRAND TOTAL |

Multnomah County/ City of Portland
INTERGOVERNMENTAL AGREEMENT
For the Use of Edward Byrne Memorial Justice Assistance Grant Funds
Effective October 1, 2005

This agreement is made and entered into pursuant to the authority found in ORS 190.010 et seq. and ORS 206.345 by and between Multnomah County, jointly with and on behalf of the City of Portland.

1. GENERAL SCOPE

- A. The City of Portland Police Bureau (PPB) has been awarded a Justice Assistance Grant for the period of October 1, 2004 through September 30, 2008. One project of this grant identifies \$414,777 to be provided to Multnomah County for law enforcement training, District Attorney's Office Neighborhood D.A. program staff, corrections counselor staff, and High Risk Drug Supervision Unit staff.
- B. Multnomah County will use the funding for law enforcement and corrections training as well as staff for District Attorney's Office Neighborhood D.A. program and the High Risk Drug Supervision Unit.
- C. Multnomah County agrees to maintain all financial records relating to participation in this agreement. Multnomah County agrees to provide the City of Portland with access to all the books, documents, papers, and records that relate directly to this agreement for the purpose of audit requirements. Multnomah County agrees to retain all records related to this agreement for a period of not less than three years following the termination of this agreement.
- D. Along with all requests for reimbursement, Multnomah County must provide the City of Portland with specific expense documentation as required for Bureau of Justice grants.

2. COMPENSATION

- A. Total project costs to be realized by Multnomah County will be \$414,777. The City of Portland, through the Justice Assistance Block Grant will reimburse Multnomah County 100% of the \$414,777 total project costs, with proper expense reimbursement documentation. The reimbursement will be on actual billings submitted to the City of Portland.
- B. The City of Portland shall send payment within thirty (30) days after receipt of each billing.

3. **HOLD HARMLESS**

Indemnification: To the extent permitted by the Oregon Tort Claims Act, Multnomah County agrees to indemnify, defend, and hold harmless the City of Portland from any and all claims, demands, suits and actions (including attorney fees and costs) resulting from or arising out of the acts of Multnomah County, and its officers, employees and agents in performance of the intergovernmental agreement. To the extent permitted by the Oregon Tort Claims Act, the City of Portland agrees to indemnify, defend and hold harmless Multnomah County from any and all claims, demands, suits, and actions (including attorney's fees and costs) resulting from and arising out of the acts of the City of Portland and its officers, employees, and agents in performance of this intergovernmental agreement.

4. **TERM**

This agreement shall extend from October 1, 2004 through and including September 30, 2008, unless earlier terminated in accordance with Section 6 of this agreement or modified as provided in Section 9.

5. **COMPLIANCE WITH LAWS**

In connection with its activities under this agreement, the City of Portland and Multnomah County shall comply with all applicable federal, state, and local laws and regulations. In addition, Multnomah County and the City of Portland specifically agree to comply with all requirements of federal and state civil rights rehabilitation statutes.

6. **TERMINATION**

- A. This agreement shall be terminated upon sixty (60) days mutual written consent of the parties or upon ninety (90) days written notice by one party.
- B. Termination under any provision of this paragraph shall not affect any rights, obligation, or liability of Multnomah County which accrued prior such termination.

7. **OREGON LAW AND FORUM**

- A. This agreement shall be construed according to the laws of the state of Oregon.
- B. Any action regarding this agreement or work performed under this agreement shall be filed in Multnomah County or in the United States District Court for the district of Oregon.

8. **ASSIGNMENT**

Multnomah County shall not assign this agreement, in whole or in part, to any right or obligation hereunder, without prior written approval of the City of Portland.

9. **MODIFICATION**

This agreement may be modified by mutual consent of the parties. Any modification to provisions of this agreement shall be reduced to writing and signed by all parties.

10. **INTEGRATION**

This agreement contains the entire agreement between the parties and supercedes all prior written or oral agreements.

11. **NOTICES**

All notices pursuant to the term of this agreement shall be addressed as follows:

Notice to Portland:
Derrick Foxworth,
Chief of Police
Portland Police Bureau

Notice to Multnomah County:
Diane Linn,
Commissioner, County Chair
Multnomah County

12. **WORKERS COMPENSATION INSURANCE**

Multnomah County and the City of Portland are subject employers and responsible for providing worker compensation insurance coverage to their respective employees.

IN WITNESS THEREOF, the parties have caused this agreement to be executed by their duly authorized officers on the last date written below.

Multnomah County

By: *Diane Linn*
Diane Linn, County Chair

Date: 11.27.05

City of Portland

By: *Tom Potter*
Tom Potter, Mayor

Date: 11/2/05

Reviewed

By: *Jacquie Weber*
Multnomah County Legal Council

Date: 11-15-05

Approved as to Form:

By: *Anna Marie*
City of Portland Attorney

Date: 10-25-05

BY *Gary Blackmer*
AUDITOR

ORDINANCE NO. 179628

*** Authorize an Intergovernmental Agreement with a Multnomah County for a Justice Assistance Grant to reduce crime and improve public safety (Ordinance)**

The City of Portland ordains:

Section 1. The Council finds:

1. The Bureau of Justice Assistance (BJA) has made funds available to units of local government under the Justice Assistance Grant (JAG) Program for the purposes of reducing crime and improving public safety. The JAG program replaces the Local Law Enforcement Block Grant which had granted funds to the Portland Police Bureau since 1996.
2. The JAG grant supports the purpose area of law enforcement programs. Portland Police Bureau has received \$549,821 to fund law enforcement support personnel.
3. The JAG funding allocations are as follows: Portland Police Bureau award of \$549,821, Gresham award of \$66,103, and Multnomah County award of \$414,777.
4. A condition of the grant program requires that the City of Portland serve as the grant award recipient and administrator for the three agencies. The City of Portland wishes to execute Intergovernmental Agreements with Gresham and Multnomah County to obligate agency roles and responsibilities.
5. The grant period is October 1, 2004 through September 30, 2008.

NOW, therefore, the Council directs:

- a. The Mayor and City Auditor are hereby authorized to authorize this intergovernmental agreement with Multnomah County.

Section 2. The Council declares that an emergency exists because delay in proceeding with this agreement may impact grant compliance; therefore this ordinance shall be in force and effect from and after its passage by the Council.

Passed by Council: OCT 05 2005

Mayor Tom Potter
Rita Drake
September 2, 2005
Prepared by: Kezia MacAlistaire

Gary Blackmer

Auditor of the City of Portland

By 
Deputy



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (short form)

Board Clerk Use Only

Meeting Date: 05/31/07
Agenda Item #: R-6
Est. Start Time: 9:45 AM
Date Submitted: 05/15/07

Agenda Title: **Second Reading and Possible Adoption of a Proposed ORDINANCE Amending MCC Chapter 13, Animal Control, to Add Requirements Relating to Veterinarians Filing Rabies Vaccination Certificates**

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 **Amount of Time Needed:** 1 min
Department: Non-Departmental **Division:** D1/D3/D4
Contact(s): Matthew Lieuallen, Staff to Commissioner Naito
Phone: 503.988.5217 **Ext.** x84576 **I/O Address:** 503/6
Presenter(s): Mike Oswald, Director, Multnomah County Animal Services

General Information

1. What action are you requesting from the Board?

Adoption of an ordinance requiring that a veterinarian performing a rabies vaccination of any dog or cat must transmit a copy of the vaccination certificate to Multnomah County Animal Services within 60 days.

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

Please see attached documents.

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

An increase in the number of licenses issued should result in an increase in revenue to our Animal Services division. This revenue can be used to help fund the program

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

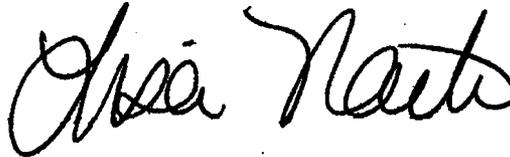
This ordinance will require veterinarians to report rabies vaccinations to the County.

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

A board briefing was held in February including representatives from Animal Services and the veterinary community.

Required Signature

**Elected Official or
Department/
Agency Director:**



Date: 05/15/07



MULTNOMAH COUNTY OREGON

**BOARD OF COUNTY COMMISSIONERS
501 SE HAWTHORNE, SUITE 600
PORTLAND, OREGON 97214**

**MARIA ROJO de STEFFEY ● DISTRICT 1
LISA NAITO ● DISTRICT 3
LONNIE ROBERTS ● DISTRICT 4**

Tuesday, May 8, 2007

TO: Chair Ted Wheeler
Commissioner Jeff Cogen, District 2

FR: Commissioner Lisa Naito
Commissioner Maria Rojo de Steffey
Commissioner Lonnie Roberts

CC: Auditor LaVonne Griffin-Valade
County Attorney Agnes Sowle

RE: Increasing the number of licensed dogs and cats in Multnomah County and compliance with MCC 13.100-103.

County Code requires dogs and cats older than six months to be licensed in Multnomah County. In our February 15th briefing on Pet Licensing, it was reported that about one-third of dogs in the County are licensed and 10% to 15% of cats are licensed.

Pet licenses serve a dual purpose. First, as a life-saving identification to reunite pets and owners. Second, by requiring that a dog or cat be vaccinated against rabies, a life-ending disease that is easily transmittable to people. Only licensed veterinarians are permitted to inoculate pets for rabies. While all veterinarians routinely provide rabies inoculations, only fifty veterinary clinics in Multnomah County currently sell pet licenses – a proven safeguard for dogs and cats that become lost and, just as importantly, a safeguard for our community from a highly communicable disease.

Animal Services Director Mike Oswald estimates there are 470,630 pets in Multnomah County. Despite the County's ordinance requiring pet licensing only 50,000 dogs and cats were licensed in 2001. Yet more than 150,000 pets were seen by a veterinarian in that same year.

The Pet Licensing briefing offered three options to increase the number of licensed dogs and cats including the option to require veterinarians to report all rabies inoculations. This approach was successfully adopted by the Lane County Board of Commissioners in 2004. Lane County, after receiving a copy of the vaccination certificate from the veterinarian contacts the pet owner regarding licensing. The Rabies Reporting Ordinance has helped double the compliance rate for pet licensing in just three years, and has resulted in a corresponding increase in pet license fee revenues.

As the longest-serving Commissioners on Multnomah County's Board, not only has the issue of pet licensing compliance been one that we have grappled with on and off over the years, but we have fought through many budget cycles to maintain the funding and support for the important work performed by our Animal Services Division.

The Chair's Executive Budget has suggested reducing the Animal Services' Field Services program (Program #91002) by approximately \$240,000 – eliminating such vital neighborhood nuisance services as picking up and disposing of dead animal from public streets, and responding to requests to pick up stray dogs and loose animals that pose a nuisance.

We will be proposing an ordinance for consideration by the Board on May 24, 2007 (for implementation on July 1, 2007) that will be modeled upon the Lane County Rabies Reporting Ordinance. Our goal in requiring our veterinary partners to provide copies of rabies vaccination certificates is to increase license compliance and to provide fee support for Animal Services' Field Services. In 2007, Animal Services anticipates collecting approximately \$720,000 in pet licensing fees. A doubling of that amount in the next three years would result in an average annual increase of \$240,000, offsetting the proposed reduction proposed in the Chair's Executive Budget.



Briefing on Pet License Fees

Budget Note Summary

The Board directs the Animal Control director to bring back a proposal for the Board to consider requiring that veterinarians license animals. The goal is to reduce general fund support for animal services and move towards a more fee supported program.

Background

1. Rabies inoculations required - Oregon state law requires all dogs over six months of age to be inoculated for rabies (ORS 433). Cats are not required by state law to be vaccinated for rabies. However, it is required in Multnomah County by County ordinance. Counties are required by state law to maintain rabies inoculation certificates and issue licenses. The state Department of Human Services has responsibility to administer ORS 433.
2. Pet licenses required – The County Code requires a current rabies inoculation for a dog or cat to be licensed. A valid license serves as proof that the dog's/cat's inoculation is current, and serves as life-saving identification to reunite pets and owners
3. Responsibilities of veterinarians – Only a licensed veterinarian can give a rabies inoculation. The state law does not require veterinarians to provide counties with rabies inoculation certificates. There is no requirement in the state law for veterinarians to issue licenses.
4. Pet License Compliance and Revenue – Animal Services estimates that approximately 30% to 35% of the dogs of licensable age are currently licensed, and approximately 10 – 15% of the licensable aged cats. Pet licensing generated \$720,000 in FY06
5. Current Veterinary Pet License Sales – There are approximately fifty veterinary clinics that voluntarily sell pet licenses for Multnomah County Animal Service. In FY05 nearly one-third of all dog and cat licenses sold in Multnomah County were sold by one of these authorized license vendors. Not all veterinarians sell licenses.
6. Pets Receiving regular veterinary care – Studies conducted by the veterinary profession have revealed that a significant number of pet owners do not take their pets to veterinarians. One reason cited is the rising costs of pet health care, especially those on fixed or low income.
7. Veterinary Partnerships – The veterinary community is an important partner assisting Animal Services in public education, promotion of responsible pet ownership, and providing emergency care for injured stray animals brought to them by MCAS officers.

Stakeholders

Discussions have been held with key stakeholders: Dr. Sherrie Morris, President of the Portland Veterinary Medical Association—and its members; Dr. Emilio Debess, State Heath Veterinarian and Chair of the Oregon Veterinary Medical Examining Board; and, Glenn Kolb, Executive Director of the Oregon Veterinary Medical Association.

Budget Note Goal: Increase License Compliance and Revenues

There are policy options available that can increase the number of licensed dogs and cats.

Option A – Require veterinarians to sell licenses.

- All veterinarians in Multnomah County would become pet licensing agents for the county.
- The County Code would need to be revised to require veterinarians to sell pet licenses.
- The County Attorney's office is researching legal issues regarding the County's authority to require veterinarians to sell licenses.
- The Code revision would need to include an enforcement mechanism to audit all veterinarians for compliance with the law.
- The local and state veterinary associations have been briefed on this Budget Note and expressed concerns about assuming this role. They are concerned that this could have a negative impact on their business, fearing the loss of customers to surrounding counties without a similar law. They are concerned that if they assume an enforcement role, the number of pet owners visiting veterinarians will decrease—leading to fewer animals in the community vaccinated for rabies.

Option B – Require Veterinarians to report all rabies inoculations

- In 2004, Lane County Commissioners passed an ordinance requiring veterinarians to transmit a copy of all rabies vaccination certificates to the Lane County Health administrator.
- License revenues in Lane County have nearly doubled in three years.
- The Lane County Veterinary Medical Association and the Oregon Veterinary Medical Association have voiced concern about confidentiality of client records, and loss of clients to surrounding counties.
- In the 2005 legislative session, SB 556 was introduced which would have required veterinarians to provide a copy of rabies certificates to counties. The bill was opposed by the Oregon Veterinary Medical Association—it did not pass.

Option C – Joint public education campaign involving the veterinary community and Multnomah County to promote rabies vaccinations and pet licensing

- The Portland Veterinary Medical Association and State Public Health Veterinarian have proposed Option C. This would be a one-year joint public education campaign to promote rabies vaccinations and pet licensing. This would be partnership between the local and state veterinary community and animal services with a focus on public education and awareness about the need for rabies vaccinations and pet licensing. All veterinarians would voluntarily sell pet licenses.
- The veterinary community strongly believes this cooperative approach would accomplish the goal of increasing compliance—and revenues, as well as build a strong collaborative relationship between the county and the veterinary business community.
- A joint public awareness and education approach can effectively reach the large percentage of pet owners that currently do not have rabies inoculations for their dogs and cats.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

Amending MCC Chapter 13, Animal Control, to Add Requirements Relating to Veterinarians Filing Rabies Vaccination Certificates

The Multnomah County Board of Commissioners Finds:

- a. MCC §§ 13.100 – 13.103 requires licensing of dogs and cats older than six months.
- b. Approximately one-third of dogs in the County are licensed and 10%-15% of cats are licensed.
- c. Pet licenses serve a dual purpose: First, as a life-saving identification to reunite pets and owners; second, licensing assures vaccination against rabies, a life-ending disease that is easily transmittable to people.
- d. Only licensed veterinarians are permitted to inoculate pets for rabies. While all veterinarians routinely provide rabies inoculations, only fifty veterinary clinics in Multnomah County currently sell pet licenses – a proven safeguard for dogs and cats that become lost and, just as importantly, a safeguard for our community from a highly communicable disease.
- e. The Board desires to increase the number of dogs and cats that are licensed, by requiring veterinarians to report all rabies inoculations.

Multnomah County Ordains as follows:

Section 1. MCC 13.104 is added as follows:

§ 13.104 Filing of Rabies Vaccination Certificate.

A veterinarian performing a rabies vaccination of any dog or cat must transmit a copy of the vaccination certificate or written documentation that includes the information contained on the certificate to the Director within 60 days. In the alternative, a veterinarian may issue a pet license in accordance with the rules adopted by the Director, and submit proof of licensure to the Director within 60 days.

Section 2. MCC 13.999 is amended as follows:

§ 13.999 Penalty.

(A) *Classification.* Violations of the provisions of this chapter shall be classified as provided below.

* * * * *

(3) *Class C infractions.* Infractions of the following sections or divisions of this chapter shall be Class C infractions:

- (a) Section 13.101;

- (b) Section 13.104;
- (c) Section 13.303;
- (d) Section 13.305(B)(1), (B)(2); and
- (e) Section 13.308.

* * * * *

Section 3. This ordinance shall be effective July 1, 2007.

FIRST READING:

May 24, 2007

SECOND READING AND ADOPTION:

May 31, 2007

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By _____
Jenny M. Morf, Assistant County Attorney

SUBMITTED BY:
Lisa Naito, Commissioner District 3

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

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- (b) Section 13.104;
- (c) Section 13.303;
- (d) Section 13.305(B)(1), (B)(2); and
- (e) Section 13.308.

* * * * *

Section 3. This ordinance shall be effective July 1, 2007.

FIRST READING: May 24, 2007

SECOND READING AND ADOPTION: May 31, 2007

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By Jenny M. Morf, Assistant County Attorney

SUBMITTED BY:
Lisa Naito, Commissioner District 3

#1

MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk
This form is a public record

MEETING DATE: May 31/07

SUBJECT: Animal Control Ordinance

AGENDA NUMBER OR TOPIC: R-6

FOR: _____ AGAINST: X THE ABOVE AGENDA ITEM

NAME: Sheri Morris DVM - President, Portland VMA

ADDRESS: 19681 Schaefer Drive

CITY/STATE/ZIP: Oregon City, OR

PHONE: DAYS: 503-307-9197 EVES: 503-657-0941

EMAIL: dummba@comcast.net FAX: _____

SPECIFIC ISSUE: Concerns with new Ordinance for
requiring filing of Rabies vaccine certificates

WRITTEN TESTIMONY:

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

#2

MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk
This form is a public record

MEETING DATE: May 31, 2007

SUBJECT: Filing of Rabies Vaccination Certificate

AGENDA NUMBER OR TOPIC: 13.104 R-6

FOR: _____ AGAINST: THE ABOVE AGENDA ITEM

NAME: Genn Kolb - Oregon Veterinary Medical Assoc

ADDRESS: 1890 Lancaster Dr. NE #2118

CITY/STATE/ZIP: Salem OR 97305

PHONE: DAYS: 503/399-0311 EVES: _____

EMAIL: _____ FAX: 503/363-4218

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: Submitted (attached)

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

Oregon Veterinary  Medical Association

May 31, 2007

TO: Multnomah County Commissioners

FROM: Glenn Kolb, Executive Director

SUBJECT: Ordinance on Rabies Vaccination Certificates

Chair Wheeler, and other commissioners. My name is Glenn Kolb. I am the executive director of the Oregon Veterinary Medical Association and am here this morning to comment on the proposed ordinance on behalf of our members in Multnomah County.

We recognize the challenge you are confronted with in allocating available resources for various county services – and in this instance the funding of Multnomah County Animal Services. The decisions you have to consider are not easy, as they can have positive and, at times, negative consequences for the agencies involved, as well as residents of Multnomah County, including the four-legged kind.

It is important to know that on the whole veterinarians are supportive of – and not at odds with – county animal services. To the contrary. Veterinarians historically have worked with animal control services and humane shelters to provide necessary veterinary services to animals in their custody – and often at cost or for reduced fees. In Multnomah County, it is our understanding that many of the 85 veterinary practices voluntarily offer their clients “licensing services” – but this is voluntary and not mandatory as you are looking to require.

Chair Wheeler, in your May 24 letter to Multnomah County veterinarians you mentioned the importance of partnership between the county and practitioners. I believe we all would agree that such a relationship is important to the stewardship of animals in the area. However, we are concerned that the partnership between the veterinary community and animal services may be affected, with the ordinance putting practitioners at odds with Multnomah County Animal Services.

Veterinarians are further concerned that the partnerships they have with their clients may be eroded because of the board’s decision to require veterinarians to provide animal control with rabies certificate information. As well intentioned as the proposed ordinance is, it places veterinarians in the uncomfortable and unenviable position of breaching client-patient confidentiality. A core principle of veterinary medical ethics is the inherent trust between a veterinarian and his or her client. This privilege is the foundation of their doctor-client-patient relationships, and they take it seriously. Under the proposed legislation, however, veterinarians would be required to violate this personal code of ethics.

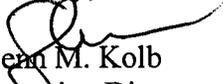
For some clients any violation of this trust may prove to be a disincentive to have their animals inoculated with a rabies vaccine, or they will look for veterinary services outside of the county. My comment is anecdotal – noted from conversations I have had with many veterinarians who have said they have clients who will not vaccinate their animals against rabies if private, confidential information is provided to a city or county agency for the purpose of it being cross-checked to find out who has or has not licensed their animal. As you know, Lane County adopted a similar ordinance about one year ago. Since that time I have talked with many veterinarians who have said this very thing has occurred.

When Lane County considered adopting its ordinance, another concern shared by veterinarians was the possibility of this personal information being released through Oregon's public records law. At the time, the county commissioners assured veterinarians and us – the OVMA – that the information would be held in confidence and made available only to the appropriate county agencies. This did not happen. In fact, a few days after the ordinance became effective the Eugene Register Guard requested to receive a list of this information, which the county provided. What assurances can you give to your constituency that this will not occur?

It is our understanding that percentage of licensed dogs and cats in Multnomah County are higher than the national average. While that is encouraging, I am sure that all of us would like to see those percentages increase. But we would encourage animal services to work closely with practitioners to help better promote and educate pet owners about the importance of licensing, rather than force their hand at it. That is highest sign of partnership.

Thank you for your time. I do appreciate it.

Sincerely,


Glenn M. Kolb
Executive Director

#3

MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk
This form is a public record

MEETING DATE: 5/31/07

SUBJECT: Requiring Veterinarians to report Rabies Vac.

AGENDA NUMBER OR TOPIC: R60

FOR: _____ AGAINST: X THE ABOVE AGENDA ITEM

NAME: Dr Chris Holenstein

ADDRESS: 520 NW Division

CITY/STATE/ZIP: Gresham OR

PHONE: _____ DAYS: 503-666-1600 EVES: _____

EMAIL: _____ FAX: _____

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: _____

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

#4

MULTNOMAH COUNTY BOARD OF COMMISSIONERS
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk
This form is a public record

MEETING DATE: 05.31.07

SUBJECT: 2nd Reading Ordinance on Veterinary reports
of John's Vaca

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: MATT DARTHOUST DUN

ADDRESS: 11222 NE Helsey St

CITY/STATE/ZIP: Portland OR 97220

PHONE: DAYS: 503 253 2142 EVES: _____

EMAIL: _____ FAX: 503 258 5544

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: _____

IF YOU WISH TO ADDRESS THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

Matt Dahlquist, DVM

11222 NE Halsey Street
Portland, OR 97220
503.253.2142

Dogs

Cats

Rodents

Reptiles

Exotics



Gateway
Veterinary Hospital

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 1093

Amending MCC Chapter 13, Animal Control, to Add Requirements Relating to Veterinarians Filing Rabies Vaccination Certificates

The Multnomah County Board of Commissioners Finds:

- a. MCC §§ 13.100 – 13.103 requires licensing of dogs and cats older than six months.
- b. Approximately one-third of dogs in the County are licensed and 10%-15% of cats are licensed.
- c. Pet licenses serve a dual purpose: First, as a life-saving identification to reunite pets and owners; second, licensing assures vaccination against rabies, a life-ending disease that is easily transmittable to people.
- d. Only licensed veterinarians are permitted to inoculate pets for rabies. While all veterinarians routinely provide rabies inoculations, only fifty veterinary clinics in Multnomah County currently sell pet licenses – a proven safeguard for dogs and cats that become lost and, just as importantly, a safeguard for our community from a highly communicable disease.
- e. The Board desires to increase the number of dogs and cats that are licensed, by requiring veterinarians to report all rabies inoculations.

Multnomah County Ordains as follows:

Section 1. MCC 13.104 is added as follows:

§ 13.104 Filing of Rabies Vaccination Certificate.

A veterinarian performing a rabies vaccination of any dog or cat must transmit a copy of the vaccination certificate or written documentation that includes the information contained on the certificate to the Director within 60 days. In the alternative, a veterinarian may issue a pet license in accordance with the rules adopted by the Director, and submit proof of licensure to the Director within 60 days.

Section 2. MCC 13.999 is amended as follows:

§ 13.999 Penalty.

(A) *Classification.* Violations of the provisions of this chapter shall be classified as provided below.

* * * * *

(3) *Class C infractions.* Infractions of the following sections or divisions of this chapter shall be Class C infractions:

- (a) Section 13.101;

- (b) Section 13.104;
- (c) Section 13.303;
- (d) Section 13.305(B)(1), (B)(2); and
- (e) Section 13.308.

Section 3. This ordinance shall be effective August 1, 2007.

FIRST READING:

May 24, 2007

SECOND READING AND ADOPTION:

May 31, 2007



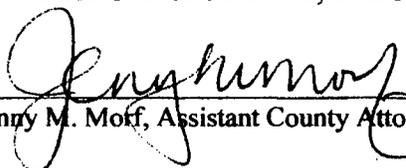
BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON



Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 

Jenny M. Mott, Assistant County Attorney

SUBMITTED BY:

Lisa Naito, Commissioner District 3



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (short form)

Board Clerk Use Only

Meeting Date: 05/31/07
Agenda Item #: R-7
Est. Start Time: 9:46 AM
Date Submitted: 04/16/07

Agenda Title: Food Policy Council Annual Report

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31 2007 **Amount of Time Needed:** 25 minutes
Department: Non-Departmental **Division:** Commissioner Jeff Cogen
Contact(s): Karol Collymore
Phone: 503-988-6786 **Ext.** 86786 **I/O Address:** 503/600
Presenter(s): Commissioner Jeff Cogen, Food Policy Council Chair Jennifer Erickson and Other Council Members

General Information

1. What action are you requesting from the Board?

No action, informational only.

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

The Portland/Multnomah County Food Policy Council (FPC) is a citizen advisory panel reporting directly to Portland City Council and the Multnomah County Board of Commissioners. The FPC brings citizens and professionals together from the region to address three main food system issues: food access, land use planning issues, local food purchasing plans, as well as many other policy initiatives in the current regional food system. This annual report presents the efforts and recommendations of the FPC in the past year.

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

No impact.

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

Policy issues include recommendations on local purchasing preference policies and land use planning.

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

N/A

Required Signature

**Elected Official or
Department/
Agency Director:**

A handwritten signature in black ink, appearing to be 'J. H. S.', written over a horizontal line.

Date: 04/16/07

Portland/Multnomah County Food Policy Council



A citizen-advisory council
established in 2002.

Portland/Multnomah County

Food Policy Council

Governing Principles 2002

*The City of Portland and Multnomah County will promote, support and strengthen a **healthy regional food system**, based upon the following governing principles:*

- 1) Every City and County resident has the right to an adequate supply of nutritious, affordable and culturally appropriate food (food security).
- 2) Food security contributes to the health and well being of residents while reducing the need for medical care and social services.
- 3) Food and agriculture are central to the economy of the City and County, and a strong commitment should be made to the protection, growth and development of these sectors.
- 4) A strong regional system of food production, distribution, access and reuse that protects our natural resources contributes significantly to the environmental well-being of this region
- 5) A healthy regional food system further supports the sustainability goals of the City and County, creating economic, social and environmental benefits for this and future generations.
- 6) Food brings people together in celebrations of community and diversity and is an important part of the City and County's culture.



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (short form)

Board Clerk Use Only

Meeting Date: 05/31/07
 Agenda Item #: R-8
 Est. Start Time: 10:10 AM
 Date Submitted: 05/24/07

Agenda Title: Reports to Management: District Attorney's Community Court Project and the Neighborhood DA Unit

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 Amount of Time Needed: 45 minutes
 Department: Non-Departmental Division: Auditors Office
 Contact(s): Judy Rosenberger
 Phone: 503 988-3320 Ext. 83320 I/O Address: 503/601
 Presenter(s): LaVonne Griffin-Valade, County Auditor and Mike Schrunck, District Attorney

General Information

1. What action are you requesting from the Board?
 Board Briefing
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.
 Briefings on the Auditor's review of the District Attorney are Community Court Project and the Neighborhood DA Unit.
3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

Required Signature

Elected Official or
 Department/
 Agency Director:

LaVonne Griffin-Valade

Date: May 24, 2007

BOGSTAD Deborah L

From: System Administrator
To: /O=MULTNOMAH COUNTY/OU=ISD/cn=MCSO/cn=s07617; /O=MULTNOMAH COUNTY/OU=ISD/cn=MCSO/cn=s04338
Sent: Thursday, May 24, 2007 3:08 PM
Subject: Undeliverable:Multnomah County Commissioners meetings agenda for May 30 and 31, 2007

Your message did not reach some or all of the intended recipients.

Subject: Multnomah County Commissioners meetings agenda for May 30 and 31, 2007
Sent: 5/24/2007 3:07 PM

The following recipient(s) could not be reached:

/O=MULTNOMAH COUNTY/OU=ISD/cn=MCSO/cn=s07617 on 5/24/2007 3:08 PM
The e-mail account does not exist at the organization this message was sent to. Check the e-mail address, or contact the recipient directly to find out the correct address.
<lairhill.co.multnomah.or.us #5.1.1>

/O=MULTNOMAH COUNTY/OU=ISD/cn=MCSO/cn=s04338 on 5/24/2007 3:08 PM
The e-mail account does not exist at the organization this message was sent to. Check the e-mail address, or contact the recipient directly to find out the correct address.
<lairhill.co.multnomah.or.us #5.1.1>

BOGSTAD Deborah L

From: GRIFFIN-VALADE LaVonne L
Sent: Wednesday, May 30, 2007 9:18 AM
To: BOGSTAD Deborah L
Subject: RE: Thursday Board briefing

Thanks Deb. I can't imagine it taking more than half an hour, if that. Also, I learned yesterday afternoon that Mike Schrunk will not be attending, however Helen Smith, Rod Underhill, Gayle Brooks, and Wayne Pearson from the DA's Office will be there. I don't really think the agenda needs to be changed unless you are making a change for some other reason.

LaVonne

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

From: BOGSTAD Deborah L
Sent: Wednesday, May 30, 2007 8:52 AM
To: GRIFFIN-VALADE LaVonne L
Cc: SOWLE Agnes; WHEELER Ted
Subject: RE: Thursday Board briefing

No problem, LaVonne. Your report is last on the agenda, so no one will be inconvenienced by you taking less time than originally requested.

Please let me know how much time you anticipate needing for your report tomorrow so if an executive session is necessary I can let everyone know to meet in 635 earlier than 11:00. Thank you!

Deb Bogstad, Board Clerk
Multnomah County Commissioners
501 SE Hawthorne Boulevard, Suite 600
Portland, Oregon 97214-3587
(503) 988-3277 phone
(503) 988-3013 fax
deborah.l.bogstad@co.multnomah.or.us
<http://www.co.multnomah.or.us/cc/index.shtml>

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

From: GRIFFIN-VALADE LaVonne L
Sent: Monday, May 28, 2007 7:03 AM
To: BOGSTAD Deborah L
Subject: Thursday Board briefing

Hi Deb

I just realized that my presentation is scheduled for 45 minutes on Thursday, but I don't really anticipate that it will take that long. I wanted to let you know in case someone was hoping to add to the agenda. I apologize if my initial over estimation of time needed has inconvenienced you or anyone else.

LaVonne



**LaVonne Griffin-Valade
Multnomah County Auditor**

501 SE Hawthorne, Room 601

Portland, Oregon 97214

Telephone (503) 988-3320

Fax (503) 988-3019

www.co.multnomah.or.us/auditor

Report to Management

District Attorney's Office – Community Court Project

May 31, 2007

Introduction

The Auditor's Office initiated an audit of the District Attorney's Community Court Project and Neighborhood District Attorney unit to assess the efficiency and effectiveness of those programs, as well as review their impact on the County's public safety system. Our preliminary review indicated that both programs provide important low-cost services, leverage other community resources, and contribute to the District Attorney's community prosecution and restorative justice efforts. We determined that the cost of further audit work exceeded expected benefits, and as a result, we ended our audit of both programs after the preliminary stage.

This report to management provides background information, describes the activities carried out during our preliminary review of the Community Court Project, notes general observations, summarizes program strengths, and recommends areas where further consideration by the District Attorney's Office may be valuable. A report to management on our preliminary review of the Neighborhood DA unit is being issued simultaneously.

Background

The Community Court Project (CC) was established by the District Attorney's Office (DA) in 1998. One of the first of such court innovation projects in the United States, the DA implemented CC to create a more effective approach to resolving community problems and to improve the efficiency of the court system. CC addresses misdemeanor quality-of-life crimes through collaboration with other public safety agencies, human service programs, the courts and public defenders, and business and community organizations. The cases presented in CC include misdemeanor prostitution-related crimes, drug and alcohol offenses, commercial theft, graffiti, vandalism, and other lower-level crimes that impact neighborhood livability and sense of safety.

The DA's Office determines the cases eligible for CC using a grid that includes sentencing levels and a list of crimes eligible for resolution in CC. Entry into CC requires a guilty plea and an admission to the facts of the charges as alleged. Most defendants who enter CC choose a community service sentence and may also be required to attend

behavior modification classes. Many defendants choose an alternative sentence and are ordered to participate in drug, alcohol, and/or mental health evaluations and treatment programs. Counselors assist with referrals to human service agencies, and information about job and housing opportunities is posted in the courtroom. Through donations and independent fund raising, CC has also been able to provide toiletries, food vouchers, and clothing items to defendants in need.

Defendants must return to court and verify that they have completed community service, attended any required classes, and/or fulfilled agreed upon alcohol and drug treatment, mental health monitoring, or other mandated services. Depending on the circumstances, sentences must be completed within a few weeks, and failure to complete CC sentencing can result in a fine when the offense is a violation or jail time when the offense is a crime.

The first CC was established in 1998 at the King Elementary School to serve North and Northeast (N/NE) Portland. The second CC opened in 2000 at the Brentwood Darlington Center in Southeast (SE) Portland. The Westside CC started at the Justice Center in 2001. By the time Gresham CC opened in 2003, budget cuts had prompted the relocation of the two neighborhood CCs to the Justice Center.

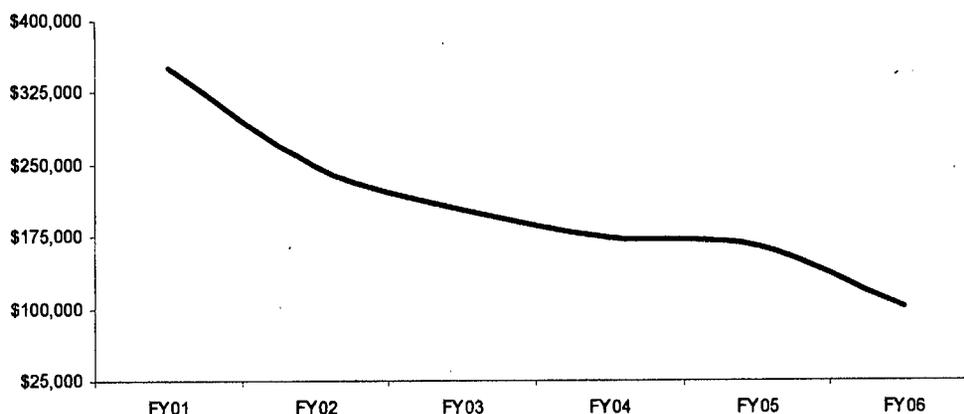
Initially, CC operated as a diversion court, and all arraignments occurred at regular trial court. But, in August 2000, the police began to cite all non-violent misdemeanor defendants into CC for arraignment. In its earliest model, community advisory boards assisted with the design and implementation of CC, and they helped determine which crimes were eligible for CC.

CC Partnership Organizations

- *DA's Office:* Between FY01 and FY06, the number of full-time equivalent employees (FTE) assigned to CC from the DA's Office went from 4.3 to 2.72. In FY06, the DA's CC staff included two part-time coordinators who are Deputy District Attorneys, a legal assistant, and part-time legal interns. In addition, a Deputy District Attorney participates in Gresham CC.
- *Circuit Court:* A judge and three court clerks staff CC daily at the Justice Center; a judge and two court clerks staff CC one morning a week at the Gresham court facility.
- *Department of County Human Services (DCHS):* Two mental health consultants provide assessments and referrals to human service programs for defendants in both CC locations.
- *Department of Community Justice (DCJ):* One corrections technician coordinates community service referrals for N/NE, SE, and Gresham CC.
- *Sheriff's Office:* A deputy is on duty during CC proceedings at both locations.
- *Portland Business Alliance (PBA):* Two staff members coordinate community services for Westside CC.
- *Public Defenders:* Four organizations contract with Circuit Court to provide legal services to CC defendants who cannot afford their own attorneys.

DA's Spending: Within the DA's Office, CC is organizationally placed in the Family Justice/Misdemeanor Division. CC coordination and prosecution services represent a small portion of the DA's budget. The organizations working in partnership with the DA also commit resources to CC. As shown in the following chart, the DA's CC spending went from \$350,000 in FY01 (adjusted for inflation) to \$101,000 in FY06. This was primarily a result of reductions in federal grant funding.

Exhibit 1: DA's Community Court Project Spending (Adjusted for Inflation)



Source: Auditor's Office Analysis

Observations and Interviews

We interviewed CC project partners, and we observed CC proceedings on four different occasions at the Justice Center and once at the Gresham court facility. The proceedings observed were well-organized, fast-paced, and appeared to be efficient. The tenor of interactions with defendants and among CC partners was respectful and forthright.

The CC partners carried out their respective tasks in a coordinated fashion and within close proximity to one another in the courtroom. Defendants interacted with the judge, and then talked to community service coordinators, met with mental health consultants, and/or spoke with public defenders or other attorneys. In many instances, defendants appeared to need other services, such as housing or food, and the judge and other CC partners worked to immediately address those concerns.

A number of staff from the CC partner organizations expressed convictions about the strength of the model used in the CC Project. Further, their actions observed during CC proceedings conveyed the message of holding defendants accountable for crimes committed while providing defendants with opportunities to repay the community,

participate in treatment, change behaviors, and/or receive needed assistance.

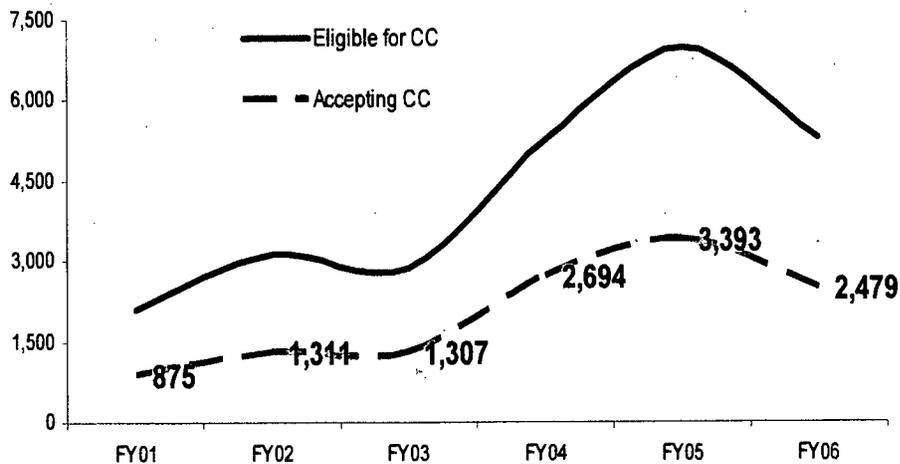
According to several CC Project partners we spoke with, moving CC from the N/NE and SE locations to the Justice Center was a loss for those communities. They noted that members of the public had been an integral part of CCs located in neighborhoods. Citizens attended court, sat in designated seating, knew and made eye contact with defendants, and helped defendants to understand the impact their crimes had on their neighbors and the larger community.

The DA's Office regularly convenes CC lunch-time technical operations meetings at both the Justice Center and the Gresham court facility. During our preliminary review, we observed two meetings at the Justice Center and one in Gresham. During the technical operations meetings, CC Project partners discussed concerns, reviewed available outcome data, and worked on resolving identified processing and logistical issues.

Preliminary Analysis of Outcome Data

CC Defendant Participation: Defendant data made available by the DA's Office indicates that the number of defendants eligible for CC has more than doubled since FY01. In FY06, 47% of eligible defendants accepted CC and agreed to plead guilty and participate in CC sentencing. This is up from 42% in FY01, but down from 51% in FY04. The following chart compares the number of defendants eligible for CC with the number who accepted CC.

Exhibit 2: # of Defendants Eligible for CC and # Accepting CC

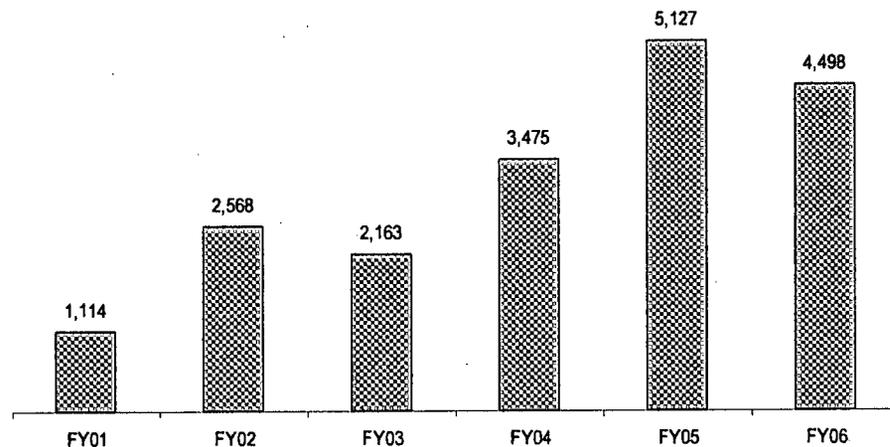


Source: Auditor's Office analysis of data provided by the District Attorney's Office

CC Cases Resolved: According to data provided by the DA's Office, the number of cases resolved in CC has grown 29% since FY04, the first full year of operation for all four CC service areas. Some CC partners suggested that the increase might be attributed to the expansion of cases eligible for CC, the increased rate of processing cases, or that fewer cases were being held over for future resolution.

The following chart shows the number of cases resolved in CC between FY01 and FY06. These data are collected in CRIMES, the DA's case tracking system. Offenses which are violations by law – for example, minor in possession of alcohol and possession of less than one ounce of marijuana – are not included. Since violation citations are forwarded directly to the court and not screened by the DA's Office, they are not captured in the CRIMES system.

Exhibit 3: Cases Resolved in Community Court



Source: Auditor's Office analysis of data provided by the District Attorney's Office

Community Services Sentences:

Department of Community Justice (DCJ) coordinates community service for defendants sentenced out of N/NE, SE, and Gresham CC. DCJ refers defendants to participating outside agencies, such as Loaves & Fishes, Salvation Army, the Rebuilding Center, Human Solutions, and many others. Defendants must return to court with documentation showing completion of community service. The DCJ coordinator tracks defendants sentenced to community service through DCJ, the completion rate of community service sentences, and the total number of hours of community service worked.

The following table indicates the results of the CC community service program coordinated by DCJ for May through September 2006. In July 2006, DCJ's community service coordinator also began projecting the number of jail days saved each month. For July through September 2006, DCJ projected a savings of 1,175 jail days and estimated the cost of that savings at \$169,200 for those three months.

Exhibit 4: Community Service Coordinated by DCJ (N/NE, SE, & Gresham CC Sentences)

| Month | Referrals | % Completed | # Hours |
|----------------|-----------|-------------|---------|
| May 2006 | 192 | 74% | 2161 |
| June 2006 | 221 | 72% | 2133 |
| July 2006 | 183 | 75% | 2333 |
| August 2006 | 220 | 74% | 2513 |
| September 2006 | 196 | 77% | 1972 |

Source: Auditor's Office analysis based on reports from DCJ

(Please note: Data discussed above were drawn from reports provided by DCJ. Data collection methods and methodology for calculating jail day savings were not reviewed, and data were not tested for accuracy or reliability.)

Portland Business Alliance (PBA) coordinates community service work crews, in partnership with Central City Concerns, for defendants sentenced out of Westside CC. PBA also offers a theft accountability class that CC defendants guilty of theft are usually sentenced to along with community service. PBA tracks a number of community service outcomes including: the number of defendants ordered to community service through PBA, the number in compliance or working towards completion, the number that did not successfully comply with their community service sentence and were facing additional court sanctions, and the number of hours of community service completed. The following table indicates the results of PBA's community service program through CC for March through September 2006.

Exhibit 5: Community Service Coordinated by PBA (Westside CC Sentences)

| Month | # Ordered to Community Service | # In Compliance | # Working Towards Completion | # Not Successful | # Hours |
|----------------|--------------------------------|-----------------|------------------------------|------------------|---------|
| March 2006 | 125 | 42 | 71 | 12 | 412 |
| April 2006 | 124 | 44 | 62 | 18 | 496 |
| May 2006 | 161 | 54 | 83 | 24 | 600 |
| June 2006 | 142 | 39 | 95 | 8 | 496 |
| July 2006 | 152 | 36 | 104 | 12 | 544 |
| August 2006 | 149 | 47 | 88 | 14 | 456 |
| September 2006 | 177 | 55 | 110 | 12 | 608 |

Source: Auditor's Office analysis based on reports from the Portland Business Alliance

(Please note: Data in the table above were drawn from reports provided by PBA. Data collection methods were not reviewed, and data were not tested for accuracy or reliability.)

Human Services Mandates: The Department of County Human Services (DCHS) coordinates the human service component of CC sentencing. Two DCHS mental health consultants share this responsibility. Depending on the volume of cases, one or

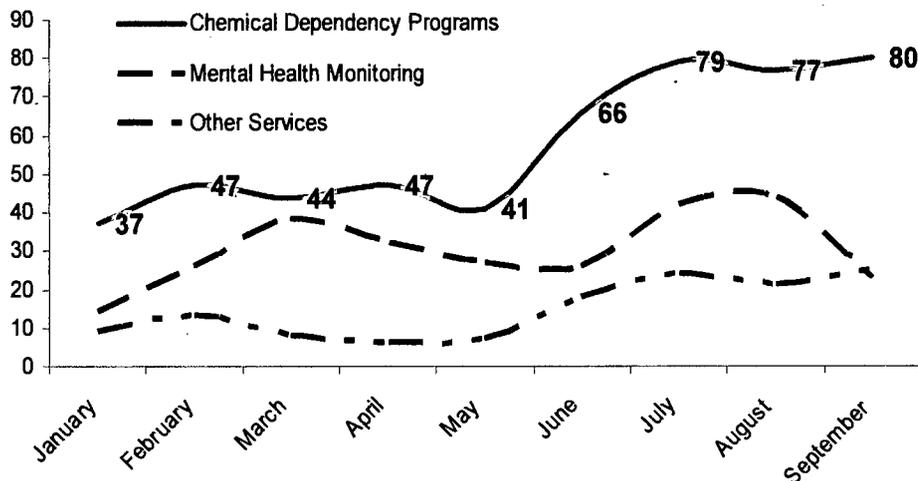
sometimes both consultants attend CC proceedings to meet with defendants who are referred for services. They are also available to consult with defendants outside of CC to offer assistance or to connect defendants with mental health professionals, chemical dependency services, or a variety of other services and programs.

The mental health consultants track data regarding referrals, interviews, and clients mandated to mental health services, chemical dependency treatment, and other human service programs, such as the Londer Learning Center, El Programa Hispano, domestic violence support groups, or GED programs. In addition, they track defendant participation in a variety of behavior modification classes.

The mental health consultants' monthly statistics for the first nine months of 2006 show that there were 921 new cases over that time period in which defendants were mandated to mental health monitoring, chemical dependency programs, or other services (i.e. training programs, support groups, etc.). The number of defendants mandated to chemical dependency programs per month doubled in that time period and represented 56% of all new cases mandated to services. Westside CC defendants made up 42% of all new cases mandated to treatment or other services.

The three categories of mandated human services are compared in the chart that follows. In July 2006, the mental health consultants also began projecting the number of jail days saved each month. For July through September 2006, DCHS projected a savings of 646 jail days and estimated the cost of that savings at \$93,024 for those three months.

Exhibit 6: New Cases Mandated to Treatment & Other Services (the first nine months of 2006)



Source: Auditor's Office analysis of Department of County Human Services reports

(Please note: Data in the chart above were drawn from reports provided by DCHS. Data collection methods and methodology for calculating jail day savings were not reviewed, and data were not tested for accuracy or reliability.)

Summary of Preliminary Review of the DA's Community Court Project

Program Strengths: The Bureau of Justice Assistance has noted that partnership and problem solving are at the core of the community justice approach to public safety. The DA established CC with this model in mind and initiated CC to resolve community problems more effectively and to create efficiencies in the court system. Based on interviews, observations, and analysis conducted during our preliminary review, we found the following:

- The DA provides low cost CC coordination and prosecution services.
- The DA's CC Project uses a highly collaborative model that leverages resources from other public sector organizations, as well as private sector entities.
- The DA's Office and its CC partner organizations have dedicated and engaged staff who move cases quickly through the court.
- The DA's community justice goals are enhanced through the CC Project.

Areas for Further Consideration and Study: There is currently no formal structure for ongoing review and assessment of overall efforts or a mechanism for tracking and reporting overall outcomes. The Bureau of Justice Assistance has developed an evaluation plan for community court projects. Based on the guidance suggested in that plan, we recommend that the DA's Office and other CC partners develop a comprehensive performance measurement system to track and report overall outcomes. We suggest these initial steps:

- Coordinate data collection efforts. Measuring overall outcomes when multiple partners are involved is likely more difficult than when a single entity is responsible for a program. However, establishing data collection processes that are purposely aligned and coordinated is a critical first step.
- Set benchmarks and regularly assess the efficiency of operations. If possible, this should include comparison to the model used in regular trial court.
- Undertake to assess community impact. CC was established to mitigate the impact of misdemeanor quality-of-life crimes in neighborhoods and the community at large. Closing neighborhood CCs reduced direct contact with community members, but there may be other readily available indicators that would allow community impact to be measured.
- Determine the cost/benefit of the CC model as it relates to the County's public safety system. Again, if possible, this should include comparison to the model used in regular trial court. Depending on the results of a cost/benefit analysis, consider the possible expansion or reduction of CC.

Conclusion

We were impressed by the dedication of staff involved in CC and with the organization of CC proceedings. Because the audit ended earlier than planned, we did not fully review the disparate data systems, analyze trends, or determine long-term outcomes. However, based on interviews, observations, and preliminary analyses, we found that CC appears to operate efficiently and effectively. The level of cooperation between the DA's Office and the other CC collaborators is a good example of strong partnership in action. Further, demonstrating the overall results of this unique partnership will allow decision-makers and the public to evaluate CC.

Scope and Methodology

The purpose of the audit was to determine whether the DA's Community Court Project operates efficiently and effectively, and to assess the impact of this program on the County's public safety network.

Audit steps:

- Reviewed literature and research monographs from the Center for Court Innovation, the Bureau of Justice Assistance, the Justice System Journal, and the Institute on Crime, Justice, and Corrections
- Reviewed budget documents applicable to the Community Court Project
- Analyzed the DA's expenditure and personnel data captured in SAP
- Observed Community Court at the Justice Center and Gresham Community court facility
- Interviewed CC management and staff, as well the DA's Finance Manager
- Interviewed staff from these CC partner organizations: DCHS, DCJ, Multnomah County Circuit Court, Metropolitan Public Defenders, and the Portland Business Alliance
- Attended Community Court technical operations meetings at the Justice Center and Gresham court facility
- Collected data from various partner agencies participating in Community Court

This audit project was included in the FY07 audit schedule and was conducted in accordance with generally accepted government auditing standards.



**LaVonne Griffin-Valade
Multnomah County Auditor**

501 SE Hawthorne, Room 601

Portland, Oregon 97214

Telephone (503) 988-3320

Fax (503) 988-3019

www.co.multnomah.or.us/auditor

Report to Management

District Attorney's Office – Neighborhood District Attorney

May 31, 2007

Introduction

The Auditor's Office initiated an audit of the District Attorney's Neighborhood District Attorney unit and Community Court Project to assess the efficiency and effectiveness of those programs, as well as to review their impact on the County's public safety system. Our preliminary review indicated that both programs provide important low-cost services, leverage other community resources, and contribute to the District Attorney's community prosecution and restorative justice efforts. We determined that the cost of further audit work exceeded expected benefits, and as a result, we ended our audit of both programs after the preliminary stage.

This report to management provides background information, describes the activities carried out during our preliminary review of the Neighborhood District Attorney unit, notes general observations, summarizes program strengths, and recommends areas where further consideration by the District Attorney's Office may be valuable. A report to management on our preliminary review of the Community Court Project is being issued simultaneously.

Background

The core mission of NDA is to assist communities in solving local crime problems. Like other models of community prosecution around the country, NDA emphasizes a close working relationship among prosecutors, police, and business and community groups. The intent is to improve community safety and reduce crimes such as illegal drug sales, thefts from cars, illegal camping, prostitution, and other offenses that affect the quality of life in neighborhoods.

The District Attorney (DA) initiated the Neighborhood District Attorney (NDA) in 1990 as a one-year pilot project. The project had been proposed by a neighborhood public safety committee that formed in anticipation of the opening of the Oregon Convention Center. The committee developed a formal plan to address area public safety concerns that included the NDA pilot project. They also agreed to fund a special prosecutor to

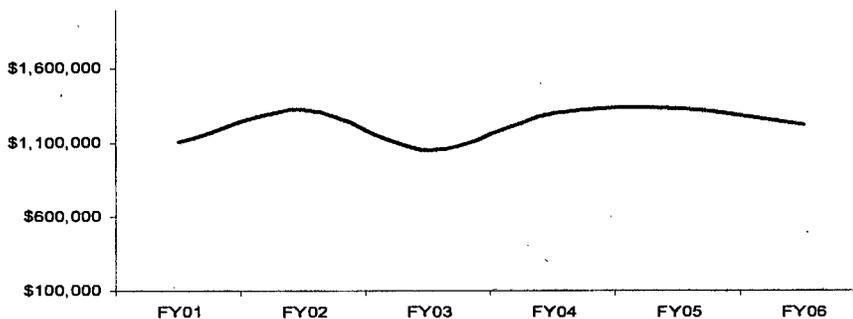
strategize with their group about ways to respond to crime-related issues. This led to the formation of the NDA unit, and over time, more prosecutors were assigned to serve other areas of the county.

Elements of Community Prosecution: Multnomah County's NDA program was the second such community prosecution initiative established in the United States. It has since been included in several studies by the American Prosecutors Research Institute (APRI), the Bureau of Justice Assistance, and others. The APRI has noted that the NDA unit employs "promising practices to abate...crimes of livability," and the unit has been profiled as a leading organization in the field of community prosecution. In addition, APRI identified three integral components of community prosecution as being present in effective community prosecution programs, including Multnomah County's NDA unit:

- Partnerships with a variety of government agencies and community-based groups
- Use of varied and innovative problem-solving methods to address crime and public safety issues
- Community involvement

Spending: Organizationally, NDA is within the DA's Family Justice/Misdemeanor Division. As shown in the following chart, expenditures fluctuated over the six year period, from a high of 1.3 million in FY02 and FY04 to a low of just over \$1 million in FY03, when adjusted for inflation. In addition to General Fund dollars, the NDA unit receives funding from federal grants and agreements with other governments and business organizations.

Exhibit 1: Neighborhood District Attorney Spending (Adjusted for Inflation)



Source: Auditor's Office Analysis

Staffing: The first Senior DDA assigned to the NDA unit in 1990 continues as the program supervisor. Currently, the NDA unit is made up of eight DDAs, including the supervisor, who are placed in the community. One DDA prosecutes juvenile gun offenders and provides outreach to the Rockwood community as part of Project Safe Neighborhood, a federally funded grant program. Seven NDA prosecutors are assigned

to the following areas:

- Lloyd District in Northeast Portland
- North and Northeast Portland Police Precincts
- Central Portland Police Precinct
- Tri-Met Police in Portland
- Southeast Portland Police Precinct
- East Portland Police Precinct
- Gresham and East Multnomah County

Also, at one time, the NDA unit had a DDA stationed in the North Portland Police Precinct, but that position was cut as a result of budget reductions. One DDA is now assigned to cover both North and Northeast Portland precincts.

Community Partnerships: The NDA unit receives financial support and additional resources from outside organizations and other public sector entities, as shown in these examples:

- Lloyd Center Business Improvement District funds half of the salary of the DDA assigned to the Lloyd District
- Tri-Met funds the salary of the DDA assigned to Tri-Met and provides bus passes for legal interns working in the NDA unit
- Portland Police Bureau (PPB) provides cars for DDAs assigned to most city precincts
- City of Gresham funds a car for the DDA assigned to Gresham and East County
- PPB provides office space for DDAs assigned to precincts and shares the office assistant at the Lloyd District police contact office
- Portland Business Alliance funds a legal assistant position for the DDA assigned to the Central Precinct
- Management of the Pittock Building in downtown Portland provides office space for the DDA assigned to the Central Precinct

Observations and Interviews

We interviewed most NDA prosecutors and those we spoke with view the work of the NDA unit as significant in resolving community crime problems. Three have worked for the program for more than a decade and are very knowledgeable about community prosecution strategies. Generally, less experienced prosecutors in the NDA unit rely on more experienced leaders in the program to guide and assist them in their work.

We attended a weekly meeting of all NDA staff. Discussions at the staff meeting were focused on assessing the strengths and weaknesses of current strategies being employed or developing new problem-solving efforts. For example, during our preliminary review, as a means of preventing problems associated with large groups of youth congregating late at night, the NDA unit participated in developing plans to cite

parents for failure to supervise their children who were out after curfew.

In addition, we observed NDA prosecutors at two community problem solving committee meetings. NDA unit staff were actively involved in discussions throughout the meetings, advising and answering questions, as well as being available to comment on legal issues. We also accompanied a DDA as police served a community search warrant and attended the preliminary planning meeting that preceded that mission. Police conferred with the NDA prosecutor before and after the community search warrant had been served and sought the prosecutor's advice on appropriate charges.

Problem-solving Strategies:

In most instances, prosecution is not the primary goal or result of the work being done by the NDA unit, according to NDA staff we spoke with. Rather, NDA attorneys work to advise and strategize with community partners to solve livability problems. NDA prosecutors usually do not try cases in court, and most indicated that from their perspective, prosecuting and putting offenders in jail for low-level public safety and livability offenses does not necessarily solve underlying issues associated with criminal behavior.

Because NDA prosecutors are out in the community, they are able to view problems first-hand, build relationships with the police and community groups, and actively participate in the development of solutions. One DDA pointed out that for the NDA program, "success is all a matter of relationship."

Some examples of problem-solving strategies currently in place include:

- The NDA unit helped establish the basis for drug-free zones in specific, targeted geographic areas with a proven history of drug trafficking. The establishment of such zones provided the police with a tool to exclude offenders from these designated areas. Further, offenders can then be charged with trespassing if they return to a zone where they had previously committed drug crimes.
- The NDA prosecutors devised the community search warrant process. The community search warrant (also known as the citizen-driven warrant) allows a citizen to observe, track, and document possible criminal drug activity at a neighbor's residence. Police then complete an affidavit based on the citizen's observations, corroborate the observations, and go before a judge to show probable cause for a search warrant.
- NDA prosecutors participated in efforts to stem elder abuse by accompanying police officers on visits to elders, by meeting with Aging & Disability Services staff to consult with caseworkers about possible elder abuse, and by training human service providers working with seniors.
- The NDA unit developed a Transit Offense Prosecution Guide and a Transit Offense Enforcement Guide, and NDA prosecutors provided training and guidance to improve enforcement efforts.
- The NDA unit participates with the Oregon Liquor Control Commission to craft non-binding good neighbor agreements with businesses that sell alcoholic beverages.

Each NDA district employs a unique set of problem-solving strategies, depending on the livability issues present in that district. Prosecutors in the NDA unit pointed out that they often follow the lead of the precinct commander when determining the strategies to use. For instance, some precinct commanders have been receptive to the use of community search warrants to reduce the number of "drug houses" in neighborhoods, while other commanders are focused on issues such as identity theft, vandalism, or prostitution. NDA staff indicated that they educate themselves on particular problems that are raised by the police or concerned citizens and attempt to provide a broad range of possible solutions.

Working directly with police:

A major role for each DDA in the NDA unit is to work directly with police officers, being available and on call to answer their questions. One DDA described this as working to "make sure officers know the law in order to get the community one step closer to resolving issues." Examples of NDA prosecutors working closely with police include:

- Advising officers about the sufficiency of evidence
- Reviewing rejected cases and providing technical assistance to improve cases
- Meeting with precinct neighborhood response teams
- Training officers or answering questions about searches and seizures

Working directly with the community:

The NDA unit began in response to community concerns, and working with community groups continues to be a key part of the work of NDA staff. One DDA in the NDA unit said that the work "puts you on the frontline of community needs." Examples of NDA prosecutors working closely with the community include:

- Attending neighborhood association and business association meetings
- Participating in the development of good neighbor agreements
- Helping to implement trespass agreements with businesses and apartment complexes
- Working with the business community on the bus mall to target areas of concern

In addition to their work with police and community groups, NDA prosecutors review and issue (determine that a case has merit to proceed in the legal process) non-custody misdemeanor cases forwarded from the DA's Intake unit, occasionally review felony cases, and often follow-up on significant cases that impact the districts where they are stationed.

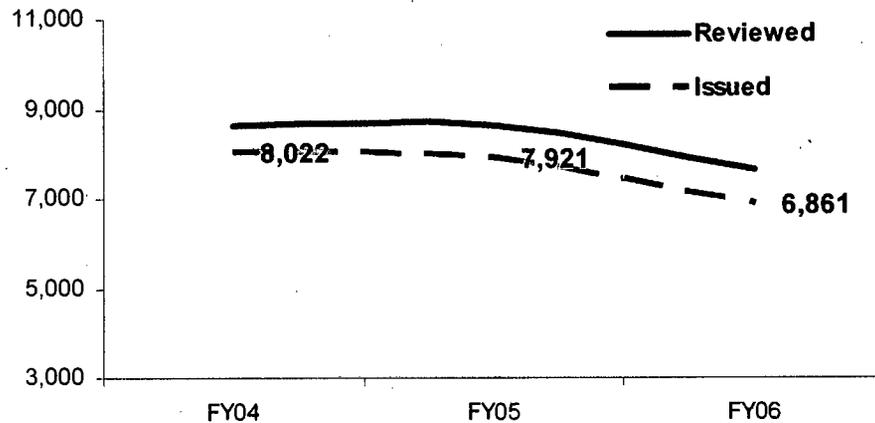
Preliminary Analysis of Outcome Data

Cases Reviewed and Issued:

Prosecutors working in the NDA unit were not initially assigned to review cases forwarded from the DA's Intake unit, but that task was added to their work assignments when other staff from the DA's Office were cut during periods of budget reductions. Program offers (annual budget proposals) for the NDA unit report the number of cases reviewed and issued as performance measures. The data provided by the DA's Office

report that 90% or more of the cases reviewed between FY04 and FY06 were subsequently issued (forwarded on for prosecution). The number of cases reviewed declined by 12% and the number of cases issued declined by 14% in that time period. Management suggested that this decrease was due to a change in the case review responsibilities assigned to interns. Cases reviewed and issued are shown in the chart that follows.

Exhibit 2: Cases Reviewed and Cases Issued – FY04 through FY06



Source: Auditor's Office analysis of the DA's Office reported data

Community Search Warrants:

Using a community search warrant was a strategy developed by the NDA prosecutors in response to residents' concerns about drug houses and other neighborhood crime problems. This approach was first used in April 2002, and NDA staff told us that its use has sent a message to drug dealers and demonstrated to concerned neighbors that the law enforcement community listens to them.

According to data provided by the DA's Office, about 90 community search warrants were served between its inception in 2002 and August 2006. All of these were served within the City of Portland and often resulted in eviction of the individual(s) living in the residence, as well as seizure of drugs and/or drug paraphernalia.

(Please note that the data discussed in this section were drawn from reports provided by the DA's Office or found in the NDA's program offers. Data collection methods were not reviewed, and data were not tested for accuracy or reliability.)

Summary of Preliminary Review of the DA's Neighborhood DA Unit

Program strengths: The NDA unit employs well-trained, professional staff, some of whom are recognized as national experts in community prosecution. Their work appears to be valued and appreciated by the community, the police, and the District Attorney. We were impressed with the collaboration employed to alleviate quality-of-life crimes. We heard testimonials from the police and community partners about the effectiveness of approaches used, including one officer who commented that the NDA was "very important to the work police do and...has helped really turn things around."

The staff we spoke with were committed to the model of community prosecution used by the NDA. Several NDA prosecutors commented about the opportunity they have to affect criminal behaviors and crime in communities. Individual NDA staff are trained and expected to work autonomously with the police, business groups, and neighborhood organizations in their assigned areas of the county. They use their professional judgment to build effective relationships with the police and community groups.

We observed first-hand that NDA prosecutors provide police with tools, such as the community search warrant, to address livability issues in affected neighborhoods. NDA prosecutors advise and assist police officers to strengthen cases and neighborhood response actions by providing special training, technical assistance, and clarification of the law, or by being present during various precinct missions and other ride-alongs. We also observed that the police and community groups rely on the NDA unit to interpret laws and ordinances and to provide leadership on how to impact crime.

Areas for Further Consideration and Study: The following suggestions are aimed at strengthening how the NDA unit tracks efforts, demonstrates effectiveness, and assesses community outcomes.

Tracking workload and outcomes: Generally speaking, the NDA unit appears to have adequate overall management processes, but we found that the process for logging activities may not provide accurate data for reporting outcomes.

Each month, most NDA staff log cases reviewed and issued, problem-solving activities and contacts, and training and education events carried out. They summarize those activities for management in monthly "desk count" reports. We were provided desk count reports covering a six month period in 2006 and found that the reports are not consistently prepared by NDA staff. In addition, some numbers appeared to be estimates rather than actual counts. For example, in one case, there was no fluctuation in the number of individual police contacts reported – 150 contacts in each of the six months – an activity that would likely have had month-to-month fluctuation.

Management indicated that the desk count reports were established more as a supervisory tool than an instrument for collecting data. However, we are concerned that the reports may present an inaccurate picture of program results, particularly since the numbers are used in calculating the performance measures contained in the NDA's program offers. We suggest that NDA management review the process for logging

activities and establish practices that ensure greater accuracy in how data are recorded. If this is not feasible, we recommend development of alternative performance measures using data that can be verified and tested, such as those found in the DA's CRIMES case tracking system.

Also, during our review, the DA's Office discovered an error in how cases reviewed and issued by NDA prosecutors had previously been captured in CRIMES and reported in the Auditor's Service Efforts and Accomplishments report. The DA's Office has indicated that they are working to correct that problem.

Measuring impact: In August 2003, the Bureau of Justice Assistance (BJA) issued a monograph that discussed community prosecution efforts throughout the country, including Multnomah County's NDA unit. The monograph proposed a framework for evaluating the impact of community prosecution initiatives, including a comprehensive list of outcomes for organizations to consider in measuring program effectiveness.

We recommend that the NDA unit consider adopting the BJA evaluation framework and develop processes to measure some or all of the suggested outcomes, possibly in conjunction with implementation of MultStat. To begin with, BJA has already applied the framework to Multnomah County's NDA unit, so that step is presumably complete. Further, much of the data needed to measure the suggested outcomes may reside in systems managed by or available to the DA's Office.

Conclusion

We were impressed with the professionalism and dedication of the NDA prosecutors. The program appears to successfully provide an innovative approach to community prosecution and one that, according to one DDA we spoke with, "makes the rule of law relevant to the community." Because the audit ended earlier than planned, we did not fully review data systems, analyze trends, or determine long-term outcomes. However, based on interviews and observations, with support from our limited preliminary analyses, the NDA unit appears to operate efficiently and effectively. Further, the level of collaboration between the DA's Office and police and community groups is emblematic of successful community prosecution initiatives.

Scope and Methodology

The purpose of the audit was to determine whether the Neighborhood DA unit operates efficiently and effectively, as well as what impact the unit has within the County's public safety network.

Audit steps:

- Reviewed literature and research monographs from the Bureau of Justice Assistance and the American Prosecutors Research Institute literature, as well as other general discussions of community prosecution efforts around the U.S., including the 2002 Boland study of Multnomah County's NDA unit
- Reviewed budget documents applicable to the NDA unit
- Analyzed the DA's expenditure data captured in SAP
- Interviewed NDA management and staff, as well the DA's Finance Manager
- Attended a weekly NDA staff meeting
- Accompanied a DDA as policed served a community search warrant and attended the preliminary meeting of police to plan the mission
- Attended two community problem-solving meetings with NDA staff
- Reviewed statistics and reports supplied by NDA staff

This audit project was included in the FY07 audit schedule and was conducted in accordance with generally accepted government auditing standards.

May 31, 2007 Board Briefing
LaVonne Griffin-Valade
Multnomah County Auditor

Report to Management

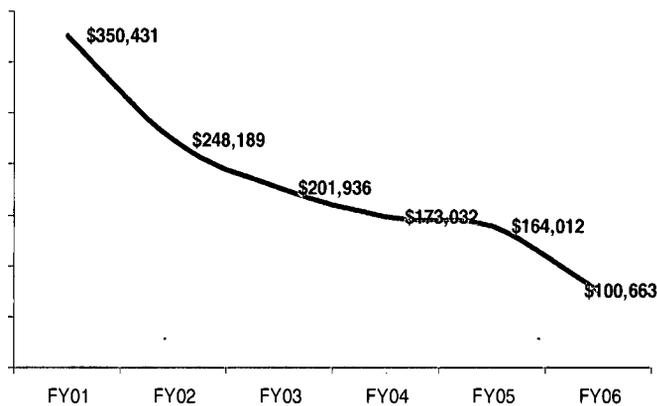
District Attorney's Office – Community Court Project

Briefing Summary

Established by the District Attorney's Office in 1998:

- Addresses misdemeanor quality-of-life crimes (i.e. prostitution-related, drug and alcohol offenses, graffiti, etc.)
- Collaboration with other public safety agencies, human service programs, the courts, and other organizations
- Cases eligible are crimes that impact neighborhood livability and sense of safety
- Requires a guilty plea and an admission to the facts of the charges as alleged

DA's Community Court Spending (Adjusted for Inflation)



CC Partnership Organizations

- *DA's Office* – Community Court coordination, a legal assistant, and legal interns
- *Circuit Court* – Judge and three clerks daily at the Justice Center; Judge and two clerks one morning a week in Gresham
- *Department of County Human Services (DCHS)* – two mental health consultants
- *Department of Community Justice (DCJ)* – a community service coordinator
- *Sheriff's Office* – one deputy at all court proceedings
- *Portland Business Alliance (PBA)* – community service coordinators
- *Public Defenders* – four organizations contract with Circuit Court to serve Community Court defendants

Preliminary Analysis of Outcome Data

- DA's data indicates that the number of defendants eligible for CC has more than doubled since FY01 (page 4)
- According to DA's data, the number of cases resolved in CC has grown 29% since FY04, the first full year of operation for all four CC service areas (page 5)
- Other community partners independently track community service and human service mandate data (pages 5 through 7)

Summary of Preliminary Review of the DA's Community Court Project (page 8)

Program Strengths:

- The DA provides low cost Community Court coordination and prosecution services.
- The DA's Court Court Project uses a highly collaborative model that leverages resources from other public sector organizations, as well as private sector entities.
- The DA's Office and its partner organizations have dedicated and engaged staff who move cases quickly through the court.
- The DA's community justice goals are enhanced through the Community Court Project.

Areas for Further Consideration and Study: We recommend that the DA's Office and other Community Court partners develop a comprehensive performance measurement system to track and report overall outcomes. We suggest these initial steps:

- Coordinate data collection efforts.
- Set benchmarks and regularly assess the efficiency of operations.
- Undertake to assess community impact.
- Determine the cost/benefit of the CC model as it relates to the County's public safety system.

**May 31, 2007 Board Briefing
LaVonne Griffin-Valade
Multnomah County Auditor**

Report to Management

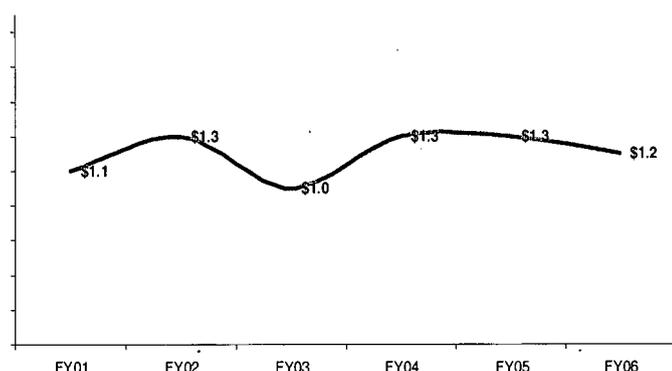
District Attorney's Office – Neighborhood District Attorney

Briefing Summary

Initiated by the District Attorney's Office in 1990 as a pilot project:

- Assists communities in solving local crime problems
- Emphasizes a close working relationship among prosecutors, police, and business and community groups
- Uses varied and innovative problem-solving methods to address crime and public safety issues
- Intent is to improve community safety and reduce crimes

Neighborhood DA Spending (In Millions -- Adjusted for Inflation)



Seven Neighborhood DA prosecutors are assigned to six Portland police precincts and Gresham/East County. One prosecutor is assigned to prosecute juvenile gun offenders and provides outreach to the Rockwood community.

Community partnerships leverage resources: (page 3)

- Lloyd Center Business Improvement District funds half of a Neighborhood DA prosecutor's salary
- Tri-Met funds the salary of a prosecutor
- Portland Police Bureau and Gresham provides cars
- Portland Police Bureau provides office space for Neighborhood DA prosecutors assigned to precincts
- Portland Business Alliance funds a legal assistant
- Pittcock Building in Portland provides office space

Examples of the Work of NDA Prosecutors: (pages 4 through 6)

- NDA unit helped establish the basis for drug-free zones
- NDA prosecutors devised the community search warrant process – data from DA indicate @ 90 community search warrants between April 2002 and August 2006
- Advise officers about the sufficiency of evidence and providing technical assistance to improve cases
- Train officers or answering questions about searches and seizures
- Attend neighborhood association and business association meetings
- Participate in the development of good neighbor agreements
- Help to implement trespass agreements with businesses and apartment complexes
- Review and issue (forward for prosecution) cases – DA data report that 90% or more cases reviewed are issued

Summary of Preliminary Review of the Neighborhood DA (page 7)

Program Strengths:

- The NDA employs well-trained, professional staff, some of whom are national experts in community prosecution.
- The NDA's work is valued and appreciated by the community, the police, and the District Attorney.
- The NDA uses effective collaboration to alleviate quality-of-life crimes.
- Prosecutors are committed to the model of community prosecution used in Neighborhood DA.
- The NDA provides police with tools to address livability issues in affected neighborhoods.

Areas for Further Consideration and Study: To strengthen how Neighborhood DA tracks efforts, demonstrates effectiveness, and assesses community outcomes, we suggest that management undertake the following:

- Review the process for logging Neighborhood DA activities.
- Establish practices that ensure greater accuracy in how data are recorded.
- If necessary, develop alternative performance measures using data that can be verified and tested.
- Consider adopting the community prosecution evaluation framework developed by the Bureau of Justice Administration (BJA), and develop processes to measure BJA's suggested outcomes, possibly in conjunction with implementation of MultStat.



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/

May 29, 2007

RESPONSE TO AUDIT OF COMMUNITY COURT

To: LaVonne Griffin-Valade, County Auditor
501 SE Hawthorne, Room 601
Portland, Oregon 97214

From: Michael D. Schrunk, District Attorney

I wish to express my appreciation to you and your staff for the professional manner in which you have performed the task of auditing the Community Court program. It is important that the Board of County Commissioners and the public get accurate and relevant information regarding the services provided by their County government programs.

The audit of this program was aimed at determining whether the Community Court project operates efficiently and effectively and to assess the impact of the program on the County's public safety system. I am pleased to see that you have determined that the program operates effectively and efficiently. Your suggestions for development of a comprehensive performance measurement system to track and report overall outcomes are well taken. It is always good to take a fresh look at an ongoing program to determine whether existing data collection methods and performance measures are still adequate and appropriate. We will work with the Community Court Technical Operations committee, which is made up of all involved community partners, to accomplish this.

Thank you for your kind words about this program and the care you took to complete this study. We look forward to working with our community partners to address your suggestions.

Very truly yours,

MICHAEL D. SCHRUNK
District Attorney



**LaVonne Griffin-Valade
Multnomah County Auditor**

501 SE Hawthorne, Room 601

Portland, Oregon 97214

Telephone (503) 988-3320

Fax (503) 988-3019

www.co.multnomah.or.us/auditor

Report to Management

District Attorney's Office – Community Court Project

May 31, 2007

Introduction

The Auditor's Office initiated an audit of the District Attorney's Community Court Project and Neighborhood District Attorney unit to assess the efficiency and effectiveness of those programs, as well as review their impact on the County's public safety system. Our preliminary review indicated that both programs provide important low-cost services, leverage other community resources, and contribute to the District Attorney's community prosecution and restorative justice efforts. We determined that the cost of further audit work exceeded expected benefits, and as a result, we ended our audit of both programs after the preliminary stage.

This report to management provides background information, describes the activities carried out during our preliminary review of the Community Court Project, notes general observations, summarizes program strengths, and recommends areas where further consideration by the District Attorney's Office may be valuable. A report to management on our preliminary review of the Neighborhood DA unit is being issued simultaneously.

Background

The Community Court Project (CC) was established by the District Attorney's Office (DA) in 1998. One of the first of such court innovation projects in the United States, the DA implemented CC to create a more effective approach to resolving community problems and to improve the efficiency of the court system. CC addresses misdemeanor quality-of-life crimes through collaboration with other public safety agencies, human service programs, the courts and public defenders, and business and community organizations. The cases presented in CC include misdemeanor prostitution-related crimes, drug and alcohol offenses, commercial theft, graffiti, vandalism, and other lower-level crimes that impact neighborhood livability and sense of safety.

The DA's Office determines the cases eligible for CC using a grid that includes sentencing levels and a list of crimes eligible for resolution in CC. Entry into CC requires a guilty plea and an admission to the facts of the charges as alleged. Most defendants who enter CC choose a community service sentence and may also be required to attend

behavior modification classes. Many defendants choose an alternative sentence and are ordered to participate in drug, alcohol, and/or mental health evaluations and treatment programs. Counselors assist with referrals to human service agencies, and information about job and housing opportunities is posted in the courtroom. Through donations and independent fund raising, CC has also been able to provide toiletries, food vouchers, and clothing items to defendants in need.

Defendants must return to court and verify that they have completed community service, attended any required classes, and/or fulfilled agreed upon alcohol and drug treatment, mental health monitoring, or other mandated services. Depending on the circumstances, sentences must be completed within a few weeks, and failure to complete CC sentencing can result in a fine when the offense is a violation or jail time when the offense is a crime.

The first CC was established in 1998 at the King Elementary School to serve North and Northeast (N/NE) Portland. The second CC opened in 2000 at the Brentwood Darlington Center in Southeast (SE) Portland. The Westside CC started at the Justice Center in 2001. By the time Gresham CC opened in 2003, budget cuts had prompted the relocation of the two neighborhood CCs to the Justice Center.

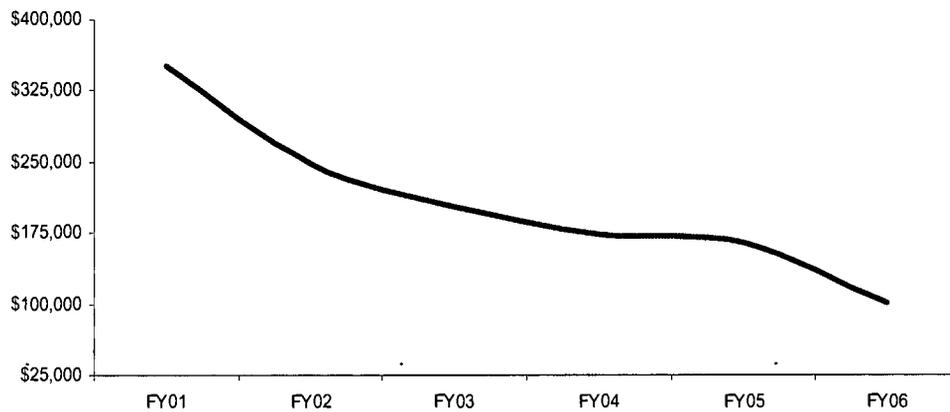
Initially, CC operated as a diversion court, and all arraignments occurred at regular trial court. But, in August 2000, the police began to cite all non-violent misdemeanor defendants into CC for arraignment: In its earliest model, community advisory boards assisted with the design and implementation of CC, and they helped determine which crimes were eligible for CC.

CC Partnership Organizations

- *DA's Office:* Between FY01 and FY06, the number of full-time equivalent employees (FTE) assigned to CC from the DA's Office went from 4.3 to 2.72. In FY06, the DA's CC staff included two part-time coordinators who are Deputy District Attorneys, a legal assistant, and part-time legal interns. In addition, a Deputy District Attorney participates in Gresham CC.
- *Circuit Court:* A judge and three court clerks staff CC daily at the Justice Center; a judge and two court clerks staff CC one morning a week at the Gresham court facility.
- *Department of County Human Services (DCHS):* Two mental health consultants provide assessments and referrals to human service programs for defendants in both CC locations.
- *Department of Community Justice (DCJ):* One corrections technician coordinates community service referrals for N/NE, SE, and Gresham CC.
- *Sheriff's Office:* A deputy is on duty during CC proceedings at both locations.
- *Portland Business Alliance (PBA):* Two staff members coordinate community services for Westside CC.
- *Public Defenders:* Four organizations contract with Circuit Court to provide legal services to CC defendants who cannot afford their own attorneys.

DA's Spending: Within the DA's Office, CC is organizationally placed in the Family Justice/Misdemeanor Division. CC coordination and prosecution services represent a small portion of the DA's budget. The organizations working in partnership with the DA also commit resources to CC. As shown in the following chart, the DA's CC spending went from \$350,000 in FY01 (adjusted for inflation) to \$101,000 in FY06. This was primarily a result of reductions in federal grant funding.

Exhibit 1: DA's Community Court Project Spending (Adjusted for Inflation)



Source: Auditor's Office Analysis

Observations and Interviews

We interviewed CC project partners, and we observed CC proceedings on four different occasions at the Justice Center and once at the Gresham court facility. The proceedings observed were well-organized, fast-paced, and appeared to be efficient. The tenor of interactions with defendants and among CC partners was respectful and forthright.

The CC partners carried out their respective tasks in a coordinated fashion and within close proximity to one another in the courtroom. Defendants interacted with the judge, and then talked to community service coordinators, met with mental health consultants, and/or spoke with public defenders or other attorneys. In many instances, defendants appeared to need other services, such as housing or food, and the judge and other CC partners worked to immediately address those concerns.

A number of staff from the CC partner organizations expressed convictions about the strength of the model used in the CC Project. Further, their actions observed during CC proceedings conveyed the message of holding defendants accountable for crimes committed while providing defendants with opportunities to repay the community,

participate in treatment, change behaviors, and/or receive needed assistance.

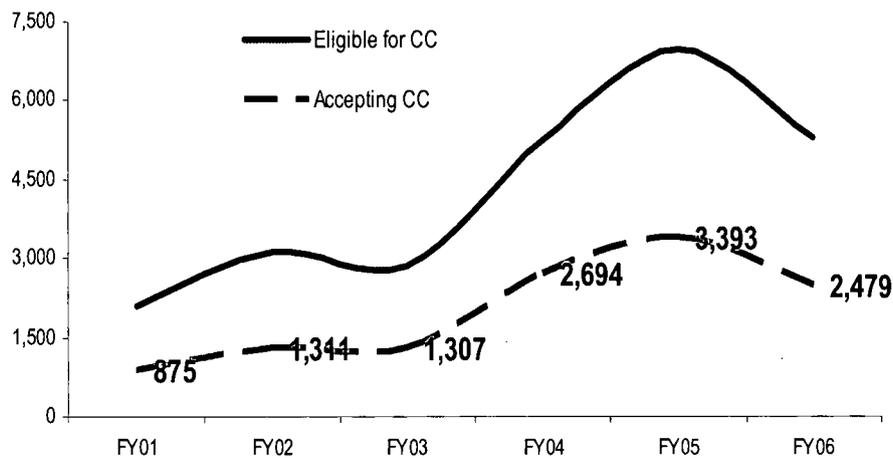
According to several CC Project partners we spoke with, moving CC from the N/NE and SE locations to the Justice Center was a loss for those communities. They noted that members of the public had been an integral part of CCs located in neighborhoods. Citizens attended court, sat in designated seating, knew and made eye contact with defendants, and helped defendants to understand the impact their crimes had on their neighbors and the larger community.

The DA's Office regularly convenes CC lunch-time technical operations meetings at both the Justice Center and the Gresham court facility. During our preliminary review, we observed two meetings at the Justice Center and one in Gresham. During the technical operations meetings, CC Project partners discussed concerns, reviewed available outcome data, and worked on resolving identified processing and logistical issues.

Preliminary Analysis of Outcome Data

CC Defendant Participation: Defendant data made available by the DA's Office indicates that the number of defendants eligible for CC has more than doubled since FY01. In FY06, 47% of eligible defendants accepted CC and agreed to plead guilty and participate in CC sentencing. This is up from 42% in FY01, but down from 51% in FY04. The following chart compares the number of defendants eligible for CC with the number who accepted CC.

Exhibit 2: # of Defendants Eligible for CC and # Accepting CC

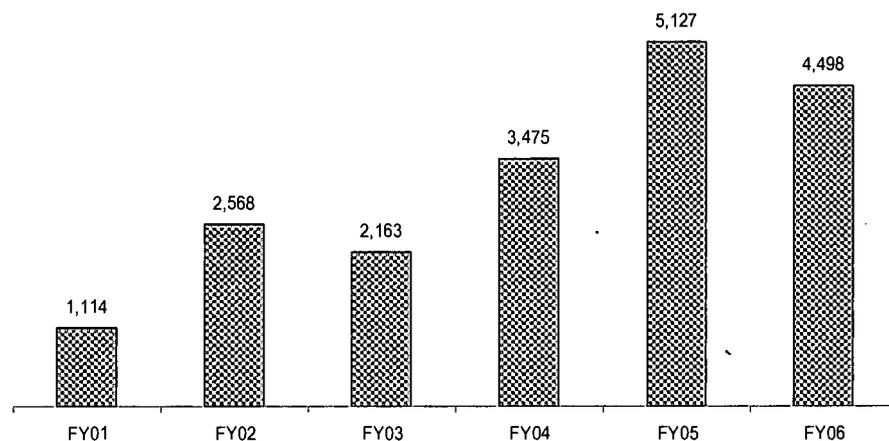


Source: Auditor's Office analysis of data provided by the District Attorney's Office

CC Cases Resolved: According to data provided by the DA's Office, the number of cases resolved in CC has grown 29% since FY04, the first full year of operation for all four CC service areas. Some CC partners suggested that the increase might be attributed to the expansion of cases eligible for CC, the increased rate of processing cases, or that fewer cases were being held over for future resolution.

The following chart shows the number of cases resolved in CC between FY01 and FY06. These data are collected in CRIMES, the DA's case tracking system. Offenses which are violations by law – for example, minor in possession of alcohol and possession of less than one ounce of marijuana – are not included. Since violation citations are forwarded directly to the court and not screened by the DA's Office, they are not captured in the CRIMES system.

Exhibit 3: Cases Resolved in Community Court



Source: Auditor's Office analysis of data provided by the District Attorney's Office

Community Services Sentences:

Department of Community Justice (DCJ) coordinates community service for defendants sentenced out of N/NE, SE, and Gresham CC. DCJ refers defendants to participating outside agencies, such as Loaves & Fishes, Salvation Army, the Rebuilding Center, Human Solutions, and many others. Defendants must return to court with documentation showing completion of community service. The DCJ coordinator tracks defendants sentenced to community service through DCJ, the completion rate of community service sentences, and the total number of hours of community service worked.

The following table indicates the results of the CC community service program coordinated by DCJ for May through September 2006. In July 2006, DCJ's community service coordinator also began projecting the number of jail days saved each month. For July through September 2006, DCJ projected a savings of 1,175 jail days and estimated the cost of that savings at \$169,200 for those three months.

Exhibit 4: Community Service Coordinated by DCJ (N/NE, SE, & Gresham CC Sentences)

| Month | Referrals | % Completed | # Hours |
|----------------|-----------|-------------|---------|
| May 2006 | 192 | 74% | 2161 |
| June 2006 | 221 | 72% | 2133 |
| July 2006 | 183 | 75% | 2333 |
| August 2006 | 220 | 74% | 2513 |
| September 2006 | 196 | 77% | 1972 |

Source: Auditor's Office analysis based on reports from DCJ

(Please note: Data discussed above were drawn from reports provided by DCJ. Data collection methods and methodology for calculating jail day savings were not reviewed, and data were not tested for accuracy or reliability.)

Portland Business Alliance (PBA) coordinates community service work crews, in partnership with Central City Concerns, for defendants sentenced out of Westside CC. PBA also offers a theft accountability class that CC defendants guilty of theft are usually sentenced to along with community service. PBA tracks a number of community service outcomes including: the number of defendants ordered to community service through PBA, the number in compliance or working towards completion, the number that did not successfully comply with their community service sentence and were facing additional court sanctions, and the number of hours of community service completed. The following table indicates the results of PBA's community service program through CC for March through September 2006.

Exhibit 5: Community Service Coordinated by PBA (Westside CC Sentences)

| Month | # Ordered to Community Service | # In Compliance | # Working Towards Completion | # Not Successful | # Hours |
|----------------|--------------------------------|-----------------|------------------------------|------------------|---------|
| March 2006 | 125 | 42 | 71 | 12 | 412 |
| April 2006 | 124 | 44 | 62 | 18 | 496 |
| May 2006 | 161 | 54 | 83 | 24 | 600 |
| June 2006 | 142 | 39 | 95 | 8 | 496 |
| July 2006 | 152 | 36 | 104 | 12 | 544 |
| August 2006 | 149 | 47 | 88 | 14 | 456 |
| September 2006 | 177 | 55 | 110 | 12 | 608 |

Source: Auditor's Office analysis based on reports from the Portland Business Alliance

(Please note: Data in the table above were drawn from reports provided by PBA. Data collection methods were not reviewed, and data were not tested for accuracy or reliability.)

Human Services Mandates: The Department of County Human Services (DCHS) coordinates the human service component of CC sentencing. Two DCHS mental health consultants share this responsibility. Depending on the volume of cases, one or

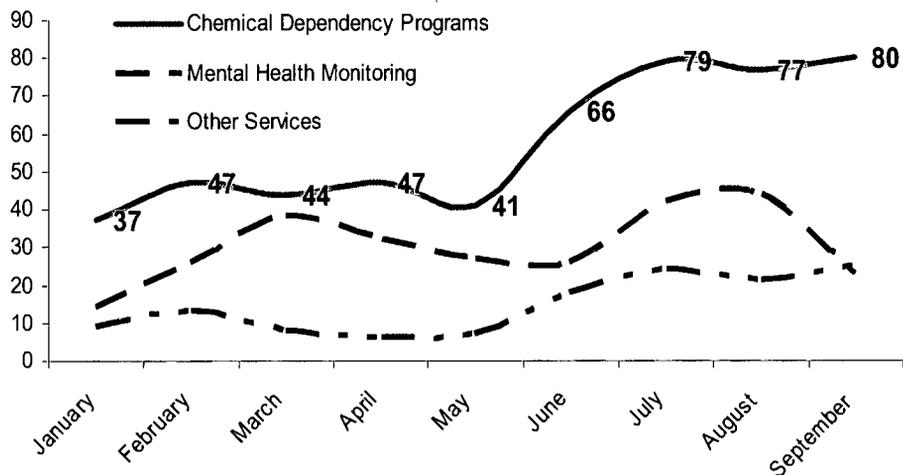
sometimes both consultants attend CC proceedings to meet with defendants who are referred for services. They are also available to consult with defendants outside of CC to offer assistance or to connect defendants with mental health professionals, chemical dependency services, or a variety of other services and programs.

The mental health consultants track data regarding referrals, interviews, and clients mandated to mental health services, chemical dependency treatment, and other human service programs, such as the Londer Learning Center, El Programa Hispano, domestic violence support groups, or GED programs. In addition, they track defendant participation in a variety of behavior modification classes.

The mental health consultants' monthly statistics for the first nine months of 2006 show that there were 921 new cases over that time period in which defendants were mandated to mental health monitoring, chemical dependency programs, or other services (i.e. training programs, support groups, etc.). The number of defendants mandated to chemical dependency programs per month doubled in that time period and represented 56% of all new cases mandated to services. Westside CC defendants made up 42% of all new cases mandated to treatment or other services.

The three categories of mandated human services are compared in the chart that follows. In July 2006, the mental health consultants also began projecting the number of jail days saved each month. For July through September 2006, DCHS projected a savings of 646 jail days and estimated the cost of that savings at \$93,024 for those three months.

Exhibit 6: New Cases Mandated to Treatment & Other Services (the first nine months of 2006)



Source: Auditor's Office analysis of Department of County Human Services reports

(Please note: Data in the chart above were drawn from reports provided by DCHS. Data collection methods and methodology for calculating jail day savings were not reviewed, and data were not tested for accuracy or reliability.)

Summary of Preliminary Review of the DA's Community Court Project

Program Strengths: The Bureau of Justice Assistance has noted that partnership and problem solving are at the core of the community justice approach to public safety. The DA established CC with this model in mind and initiated CC to resolve community problems more effectively and to create efficiencies in the court system. Based on interviews, observations, and analysis conducted during our preliminary review, we found the following:

- The DA provides low cost CC coordination and prosecution services.
- The DA's CC Project uses a highly collaborative model that leverages resources from other public sector organizations, as well as private sector entities.
- The DA's Office and its CC partner organizations have dedicated and engaged staff who move cases quickly through the court.
- The DA's community justice goals are enhanced through the CC Project.

Areas for Further Consideration and Study: There is currently no formal structure for ongoing review and assessment of overall efforts or a mechanism for tracking and reporting overall outcomes. The Bureau of Justice Assistance has developed an evaluation plan for community court projects. Based on the guidance suggested in that plan, we recommend that the DA's Office and other CC partners develop a comprehensive performance measurement system to track and report overall outcomes. We suggest these initial steps:

- Coordinate data collection efforts. Measuring overall outcomes when multiple partners are involved is likely more difficult than when a single entity is responsible for a program. However, establishing data collection processes that are purposely aligned and coordinated is a critical first step.
- Set benchmarks and regularly assess the efficiency of operations. If possible, this should include comparison to the model used in regular trial court.
- Undertake to assess community impact. CC was established to mitigate the impact of misdemeanor quality-of-life crimes in neighborhoods and the community at large. Closing neighborhood CCs reduced direct contact with community members, but there may be other readily available indicators that would allow community impact to be measured.
- Determine the cost/benefit of the CC model as it relates to the County's public safety system. Again, if possible, this should include comparison to the model used in regular trial court. Depending on the results of a cost/benefit analysis, consider the possible expansion or reduction of CC.

Conclusion

We were impressed by the dedication of staff involved in CC and with the organization of CC proceedings. Because the audit ended earlier than planned, we did not fully review the disparate data systems, analyze trends, or determine long-term outcomes.

However, based on interviews, observations, and preliminary analyses, we found that CC appears to operate efficiently and effectively. The level of cooperation between the DA's Office and the other CC collaborators is a good example of strong partnership in action. Further, demonstrating the overall results of this unique partnership will allow decision-makers and the public to evaluate CC.

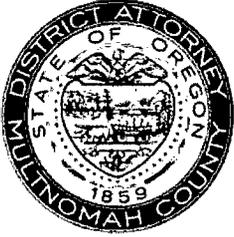
Scope and Methodology

The purpose of the audit was to determine whether the DA's Community Court Project operates efficiently and effectively, and to assess the impact of this program on the County's public safety network.

Audit steps:

- Reviewed literature and research monographs from the Center for Court Innovation, the Bureau of Justice Assistance, the Justice System Journal, and the Institute on Crime, Justice, and Corrections
- Reviewed budget documents applicable to the Community Court Project
- Analyzed the DA's expenditure and personnel data captured in SAP
- Observed Community Court at the Justice Center and Gresham Community court facility
- Interviewed CC management and staff, as well the DA's Finance Manager
- Interviewed staff from these CC partner organizations: DCHS, DCJ, Multnomah County Circuit Court, Metropolitan Public Defenders, and the Portland Business Alliance
- Attended Community Court technical operations meetings at the Justice Center and Gresham court facility
- Collected data from various partner agencies participating in Community Court

This audit project was included in the FY07 audit schedule and was conducted in accordance with generally accepted government auditing standards.



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/

May 29, 2007

RESPONSE TO AUDIT OF COMMUNITY COURT

To: LaVonne Griffin-Valade, County Auditor
501 SE Hawthorne, Room 601
Portland, Oregon 97214

From: Michael D. Schrunk, District Attorney

I wish to express my appreciation to you and your staff for the professional manner in which you have performed the task of auditing the Community Court program. It is important that the Board of County Commissioners and the public get accurate and relevant information regarding the services provided by their County government programs.

The audit of this program was aimed at determining whether the Community Court project operates efficiently and effectively and to assess the impact of the program on the County's public safety system. I am pleased to see that you have determined that the program operates effectively and efficiently. Your suggestions for development of a comprehensive performance measurement system to track and report overall outcomes are well taken. It is always good to take a fresh look at an ongoing program to determine whether existing data collection methods and performance measures are still adequate and appropriate. We will work with the Community Court Technical Operations committee, which is made up of all involved community partners, to accomplish this.

Thank you for your kind words about this program and the care you took to complete this study. We look forward to working with our community partners to address your suggestions.

Very truly yours,

MICHAEL D. SCHRUNK
District Attorney



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/

May 29, 2007

RESPONSE TO AUDIT OF NEIGHBORHOOD DA PROGRAM

To: LaVonne Griffin-Valade, County Auditor

From: Michael D. Schrunk, District Attorney

I wish to express my appreciation to you and your staff for the professional manner in which you have performed the task of auditing the Neighborhood DA program. It is important that the Board of County Commissioners and the public get accurate and relevant information regarding the services provided by their County government programs.

We appreciate your thoughtful suggestions for program improvements in the areas of workload and outcome tracking as well as impact measurement. I am pleased to report that we have already initiated an effort to track case issuing more accurately through CRIMES, our case management system. At this point it appears to be capturing the information we need. In addition, we are initiating an interim measure to more accurately capture the daily activities of the attorneys in the unit. We intend to develop an automated system which will allow us to electronically record not only these activities but also outcomes and impacts related to those activities. We will utilize the recommendations for tracking and analysis outlined in the Monograph you cited from the Bureau of Justice Assistance.

Thank you for your kind words about the importance of the program. We do believe that it provides a valuable service to the people in Multnomah County and we look forward to implementing your suggestions.

Very truly yours,

MICHAEL D. SCHRUNK
District Attorney



**LaVonne Griffin-Valade
Multnomah County Auditor**

501 SE Hawthorne, Room 601

Portland, Oregon 97214

Telephone (503) 988-3320

Fax (503) 988-3019

www.co.multnomah.or.us/auditor

Report to Management

District Attorney's Office – Neighborhood District Attorney

May 31, 2007

Introduction

The Auditor's Office initiated an audit of the District Attorney's Neighborhood District Attorney unit and Community Court Project to assess the efficiency and effectiveness of those programs, as well as to review their impact on the County's public safety system. Our preliminary review indicated that both programs provide important low-cost services, leverage other community resources, and contribute to the District Attorney's community prosecution and restorative justice efforts. We determined that the cost of further audit work exceeded expected benefits, and as a result, we ended our audit of both programs after the preliminary stage.

This report to management provides background information, describes the activities carried out during our preliminary review of the Neighborhood District Attorney unit, notes general observations, summarizes program strengths, and recommends areas where further consideration by the District Attorney's Office may be valuable. A report to management on our preliminary review of the Community Court Project is being issued simultaneously.

Background

The core mission of NDA is to assist communities in solving local crime problems. Like other models of community prosecution around the country, NDA emphasizes a close working relationship among prosecutors, police, and business and community groups. The intent is to improve community safety and reduce crimes such as illegal drug sales, thefts from cars, illegal camping, prostitution, and other offenses that affect the quality of life in neighborhoods.

The District Attorney (DA) initiated the Neighborhood District Attorney (NDA) in 1990 as a one-year pilot project. The project had been proposed by a neighborhood public safety committee that formed in anticipation of the opening of the Oregon Convention Center. The committee developed a formal plan to address area public safety concerns that included the NDA pilot project. They also agreed to fund a special prosecutor to

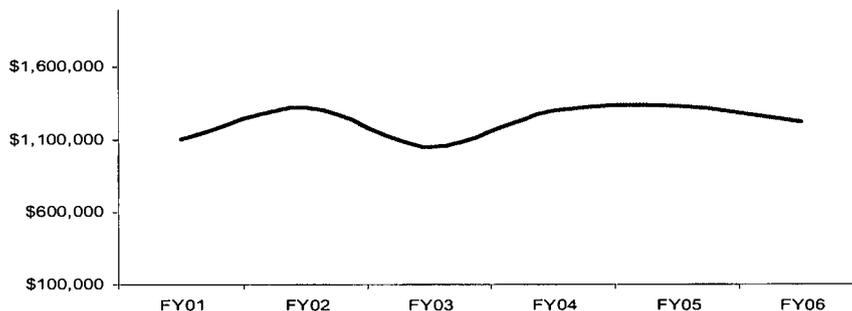
strategize with their group about ways to respond to crime-related issues. This led to the formation of the NDA unit, and over time, more prosecutors were assigned to serve other areas of the county.

Elements of Community Prosecution: Multnomah County's NDA program was the second such community prosecution initiative established in the United States. It has since been included in several studies by the American Prosecutors Research Institute (APRI), the Bureau of Justice Assistance, and others. The APRI has noted that the NDA unit employs "promising practices to abate...crimes of livability," and the unit has been profiled as a leading organization in the field of community prosecution. In addition, APRI identified three integral components of community prosecution as being present in effective community prosecution programs, including Multnomah County's NDA unit:

- Partnerships with a variety of government agencies and community-based groups
- Use of varied and innovative problem-solving methods to address crime and public safety issues
- Community involvement

Spending: Organizationally, NDA is within the DA's Family Justice/Misdemeanor Division. As shown in the following chart, expenditures fluctuated over the six year period, from a high of 1.3 million in FY02 and FY04 to a low of just over \$1 million in FY03, when adjusted for inflation. In addition to General Fund dollars, the NDA unit receives funding from federal grants and agreements with other governments and business organizations.

Exhibit 1: Neighborhood District Attorney Spending (Adjusted for Inflation)



Source: Auditor's Office Analysis

Staffing: The first Senior DDA assigned to the NDA unit in 1990 continues as the program supervisor. Currently, the NDA unit is made up of eight DDAs, including the supervisor, who are placed in the community. One DDA prosecutes juvenile gun offenders and provides outreach to the Rockwood community as part of Project Safe Neighborhood, a federally funded grant program. Seven NDA prosecutors are assigned

to the following areas:

- Lloyd District in Northeast Portland
- North and Northeast Portland Police Precincts
- Central Portland Police Precinct
- Tri-Met Police in Portland
- Southeast Portland Police Precinct
- East Portland Police Precinct
- Gresham and East Multnomah County

Also, at one time, the NDA unit had a DDA stationed in the North Portland Police Precinct, but that position was cut as a result of budget reductions. One DDA is now assigned to cover both North and Northeast Portland precincts.

Community Partnerships: The NDA unit receives financial support and additional resources from outside organizations and other public sector entities, as shown in these examples:

- Lloyd Center Business Improvement District funds half of the salary of the DDA assigned to the Lloyd District
- Tri-Met funds the salary of the DDA assigned to Tri-Met and provides bus passes for legal interns working in the NDA unit
- Portland Police Bureau (PPB) provides cars for DDAs assigned to most city precincts
- City of Gresham funds a car for the DDA assigned to Gresham and East County
- PPB provides office space for DDAs assigned to precincts and shares the office assistant at the Lloyd District police contact office
- Portland Business Alliance funds a legal assistant position for the DDA assigned to the Central Precinct
- Management of the Pittock Building in downtown Portland provides office space for the DDA assigned to the Central Precinct

Observations and Interviews

We interviewed most NDA prosecutors and those we spoke with view the work of the NDA unit as significant in resolving community crime problems. Three have worked for the program for more than a decade and are very knowledgeable about community prosecution strategies. Generally, less experienced prosecutors in the NDA unit rely on more experienced leaders in the program to guide and assist them in their work.

We attended a weekly meeting of all NDA staff. Discussions at the staff meeting were focused on assessing the strengths and weaknesses of current strategies being employed or developing new problem-solving efforts. For example, during our preliminary review, as a means of preventing problems associated with large groups of youth congregating late at night, the NDA unit participated in developing plans to cite

parents for failure to supervise their children who were out after curfew.

In addition, we observed NDA prosecutors at two community problem solving committee meetings. NDA unit staff were actively involved in discussions throughout the meetings, advising and answering questions, as well as being available to comment on legal issues. We also accompanied a DDA as police served a community search warrant and attended the preliminary planning meeting that preceded that mission. Police conferred with the NDA prosecutor before and after the community search warrant had been served and sought the prosecutor's advice on appropriate charges.

Problem-solving Strategies:

In most instances, prosecution is not the primary goal or result of the work being done by the NDA unit, according to NDA staff we spoke with. Rather, NDA attorneys work to advise and strategize with community partners to solve livability problems. NDA prosecutors usually do not try cases in court, and most indicated that from their perspective, prosecuting and putting offenders in jail for low-level public safety and livability offenses does not necessarily solve underlying issues associated with criminal behavior.

Because NDA prosecutors are out in the community, they are able to view problems first-hand, build relationships with the police and community groups, and actively participate in the development of solutions. One DDA pointed out that for the NDA program, "success is all a matter of relationship."

Some examples of problem-solving strategies currently in place include:

- The NDA unit helped establish the basis for drug-free zones in specific, targeted geographic areas with a proven history of drug trafficking. The establishment of such zones provided the police with a tool to exclude offenders from these designated areas. Further, offenders can then be charged with trespassing if they return to a zone where they had previously committed drug crimes.
- The NDA prosecutors devised the community search warrant process. The community search warrant (also known as the citizen-driven warrant) allows a citizen to observe, track, and document possible criminal drug activity at a neighbor's residence. Police then complete an affidavit based on the citizen's observations, corroborate the observations, and go before a judge to show probable cause for a search warrant.
- NDA prosecutors participated in efforts to stem elder abuse by accompanying police officers on visits to elders, by meeting with Aging & Disability Services staff to consult with caseworkers about possible elder abuse, and by training human service providers working with seniors.
- The NDA unit developed a Transit Offense Prosecution Guide and a Transit Offense Enforcement Guide, and NDA prosecutors provided training and guidance to improve enforcement efforts.
- The NDA unit participates with the Oregon Liquor Control Commission to craft non-binding good neighbor agreements with businesses that sell alcoholic beverages.

Each NDA district employs a unique set of problem-solving strategies, depending on the livability issues present in that district. Prosecutors in the NDA unit pointed out that they often follow the lead of the precinct commander when determining the strategies to use. For instance, some precinct commanders have been receptive to the use of community search warrants to reduce the number of "drug houses" in neighborhoods, while other commanders are focused on issues such as identity theft, vandalism, or prostitution. NDA staff indicated that they educate themselves on particular problems that are raised by the police or concerned citizens and attempt to provide a broad range of possible solutions.

Working directly with police:

A major role for each DDA in the NDA unit is to work directly with police officers, being available and on call to answer their questions. One DDA described this as working to "make sure officers know the law in order to get the community one step closer to resolving issues." Examples of NDA prosecutors working closely with police include:

- Advising officers about the sufficiency of evidence
- Reviewing rejected cases and providing technical assistance to improve cases
- Meeting with precinct neighborhood response teams
- Training officers or answering questions about searches and seizures

Working directly with the community:

The NDA unit began in response to community concerns, and working with community groups continues to be a key part of the work of NDA staff. One DDA in the NDA unit said that the work "puts you on the frontline of community needs." Examples of NDA prosecutors working closely with the community include:

- Attending neighborhood association and business association meetings
- Participating in the development of good neighbor agreements
- Helping to implement trespass agreements with businesses and apartment complexes
- Working with the business community on the bus mall to target areas of concern

In addition to their work with police and community groups, NDA prosecutors review and issue (determine that a case has merit to proceed in the legal process) non-custody misdemeanor cases forwarded from the DA's Intake unit, occasionally review felony cases, and often follow-up on significant cases that impact the districts where they are stationed.

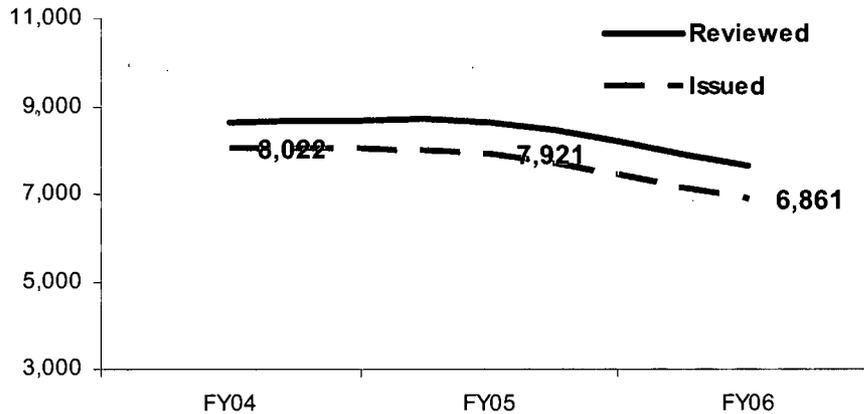
Preliminary Analysis of Outcome Data

Cases Reviewed and Issued:

Prosecutors working in the NDA unit were not initially assigned to review cases forwarded from the DA's Intake unit, but that task was added to their work assignments when other staff from the DA's Office were cut during periods of budget reductions. Program offers (annual budget proposals) for the NDA unit report the number of cases reviewed and issued as performance measures. The data provided by the DA's Office

report that 90% or more of the cases reviewed between FY04 and FY06 were subsequently issued (forwarded on for prosecution). The number of cases reviewed declined by 12% and the number of cases issued declined by 14% in that time period. Management suggested that this decrease was due to a change in the case review responsibilities assigned to interns. Cases reviewed and issued are shown in the chart that follows.

Exhibit 2: Cases Reviewed and Cases Issued – FY04 through FY06



Source: Auditor's Office analysis of the DA's Office reported data

Community Search Warrants:

Using a community search warrant was a strategy developed by the NDA prosecutors in response to residents' concerns about drug houses and other neighborhood crime problems. This approach was first used in April 2002, and NDA staff told us that its use has sent a message to drug dealers and demonstrated to concerned neighbors that the law enforcement community listens to them.

According to data provided by the DA's Office, about 90 community search warrants were served between its inception in 2002 and August 2006. All of these were served within the City of Portland and often resulted in eviction of the individual(s) living in the residence, as well as seizure of drugs and/or drug paraphernalia.

(Please note that the data discussed in this section were drawn from reports provided by the DA's Office or found in the NDA's program offers. Data collection methods were not reviewed, and data were not tested for accuracy or reliability.)

Summary of Preliminary Review of the DA's Neighborhood DA Unit

Program strengths: The NDA unit employs well-trained, professional staff, some of whom are recognized as national experts in community prosecution. Their work appears to be valued and appreciated by the community, the police, and the District Attorney. We were impressed with the collaboration employed to alleviate quality-of-life crimes. We heard testimonials from the police and community partners about the effectiveness of approaches used, including one officer who commented that the NDA was "very important to the work police do and...has helped really turn things around."

The staff we spoke with were committed to the model of community prosecution used by the NDA. Several NDA prosecutors commented about the opportunity they have to affect criminal behaviors and crime in communities. Individual NDA staff are trained and expected to work autonomously with the police, business groups, and neighborhood organizations in their assigned areas of the county. They use their professional judgment to build effective relationships with the police and community groups.

We observed first-hand that NDA prosecutors provide police with tools, such as the community search warrant, to address livability issues in affected neighborhoods. NDA prosecutors advise and assist police officers to strengthen cases and neighborhood response actions by providing special training, technical assistance, and clarification of the law, or by being present during various precinct missions and other ride-alongs. We also observed that the police and community groups rely on the NDA unit to interpret laws and ordinances and to provide leadership on how to impact crime.

Areas for Further Consideration and Study: The following suggestions are aimed at strengthening how the NDA unit tracks efforts, demonstrates effectiveness, and assesses community outcomes.

Tracking workload and outcomes: Generally speaking, the NDA unit appears to have adequate overall management processes, but we found that the process for logging activities may not provide accurate data for reporting outcomes.

Each month, most NDA staff log cases reviewed and issued, problem-solving activities and contacts, and training and education events carried out. They summarize those activities for management in monthly "desk count" reports. We were provided desk count reports covering a six month period in 2006 and found that the reports are not consistently prepared by NDA staff. In addition, some numbers appeared to be estimates rather than actual counts. For example, in one case, there was no fluctuation in the number of individual police contacts reported – 150 contacts in each of the six months – an activity that would likely have had month-to-month fluctuation.

Management indicated that the desk count reports were established more as a supervisory tool than an instrument for collecting data. However, we are concerned that the reports may present an inaccurate picture of program results, particularly since the numbers are used in calculating the performance measures contained in the NDA's program offers. We suggest that NDA management review the process for logging

activities and establish practices that ensure greater accuracy in how data are recorded. If this is not feasible, we recommend development of alternative performance measures using data that can be verified and tested, such as those found in the DA's CRIMES case tracking system.

Also, during our review, the DA's Office discovered an error in how cases reviewed and issued by NDA prosecutors had previously been captured in CRIMES and reported in the Auditor's Service Efforts and Accomplishments report. The DA's Office has indicated that they are working to correct that problem.

Measuring impact: In August 2003, the Bureau of Justice Assistance (BJA) issued a monograph that discussed community prosecution efforts throughout the country, including Multnomah County's NDA unit. The monograph proposed a framework for evaluating the impact of community prosecution initiatives, including a comprehensive list of outcomes for organizations to consider in measuring program effectiveness.

We recommend that the NDA unit consider adopting the BJA evaluation framework and develop processes to measure some or all of the suggested outcomes, possibly in conjunction with implementation of MultStat. To begin with, BJA has already applied the framework to Multnomah County's NDA unit, so that step is presumably complete. Further, much of the data needed to measure the suggested outcomes may reside in systems managed by or available to the DA's Office.

Conclusion

We were impressed with the professionalism and dedication of the NDA prosecutors. The program appears to successfully provide an innovative approach to community prosecution and one that, according to one DDA we spoke with, "makes the rule of law relevant to the community." Because the audit ended earlier than planned, we did not fully review data systems, analyze trends, or determine long-term outcomes. However, based on interviews and observations, with support from our limited preliminary analyses, the NDA unit appears to operate efficiently and effectively. Further, the level of collaboration between the DA's Office and police and community groups is emblematic of successful community prosecution initiatives.

Scope and Methodology

The purpose of the audit was to determine whether the Neighborhood DA unit operates efficiently and effectively, as well as what impact the unit has within the County's public safety network.

Audit steps:

- Reviewed literature and research monographs from the Bureau of Justice Assistance and the American Prosecutors Research Institute literature, as well as other general discussions of community prosecution efforts around the U.S., including the 2002 Boland study of Multnomah County's NDA unit
- Reviewed budget documents applicable to the NDA unit
- Analyzed the DA's expenditure data captured in SAP
- Interviewed NDA management and staff, as well the DA's Finance Manager
- Attended a weekly NDA staff meeting
- Accompanied a DDA as policed served a community search warrant and attended the preliminary meeting of police to plan the mission
- Attended two community problem-solving meetings with NDA staff
- Reviewed statistics and reports supplied by NDA staff

This audit project was included in the FY07 audit schedule and was conducted in accordance with generally accepted government auditing standards.



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/

May 29, 2007

RESPONSE TO AUDIT OF NEIGHBORHOOD DA PROGRAM

To: LaVonne Griffin-Valade, County Auditor

From: Michael D. Schrunk, District Attorney

I wish to express my appreciation to you and your staff for the professional manner in which you have performed the task of auditing the Neighborhood DA program. It is important that the Board of County Commissioners and the public get accurate and relevant information regarding the services provided by their County government programs.

We appreciate your thoughtful suggestions for program improvements in the areas of workload and outcome tracking as well as impact measurement. I am pleased to report that we have already initiated an effort to track case issuing more accurately through CRIMES, our case management system. At this point it appears to be capturing the information we need. In addition, we are initiating an interim measure to more accurately capture the daily activities of the attorneys in the unit. We intend to develop an automated system which will allow us to electronically record not only these activities but also outcomes and impacts related to those activities. We will utilize the recommendations for tracking and analysis outlined in the Monograph you cited from the Bureau of Justice Assistance.

Thank you for your kind words about the importance of the program. We do believe that it provides a valuable service to the people in Multnomah County and we look forward to implementing your suggestions.

Very truly yours,

MICHAEL D. SCHRUNK
District Attorney



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (short form)

Board Clerk Use Only

Meeting Date: 05/31/07
Agenda Item #: E-1
Est. Start Time: 11:00 AM
Date Submitted: 05/22/07

Agenda Title: Executive Session Pursuant to ORS 192.660(2)(d),(e)and/or(h)

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date: May 31, 2007 **Amount of Time Needed:** 15-30 minutes
Department: Non-Departmental **Division:** County Attorney
Contact(s): Agnes Sowle
Phone: 503 988-3138 **Ext.** 83138 **I/O Address:** 503/500
Presenter(s): Agnes Sowle and Invited Others

General Information

1. **What action are you requesting from the Board?**
 No final decision will be made in the Executive Session.
2. **Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**
 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.
3. **Explain the fiscal impact (current year and ongoing).**
4. **Explain any legal and/or policy issues involved.**
 ORS 192.660(2)(d),(e)and/or(h)
5. **Explain any citizen and/or other government participation that has or will take place.**

Required Signature

**Elected Official or
 Department/
 Agency Director:**

Date: 05/22/07