

ANNOTATED MINUTES

Thursday, May 18, 1995 - 9:30 AM
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

REGULAR MEETING

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

CONSENT CALENDAR

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

NON-DEPARTMENTAL

C-1 In the Matter of the Appointment of Duncan Wyse to the
MULTNOMAH COMMISSION ON CHILDREN AND FAMILIES

DEPARTMENT OF ENVIRONMENTAL SERVICES

C-2 FINAL ORDER CU 2-95/HV 2-95 in the Matter of the Review of the
Hearings Officer Decision Which Denied a Proposed Single Family
Dwelling in the Commercial Forest Use Zoning District

ORDER 95-104.

C-3 ORDER in the Matter of the Execution of Deed D951192 Upon
Complete Performance of a Contract to Melvin L. Cary

ORDER 95-105.

C-4 ORDER in the Matter of the Execution of Deed D951193 for
Repurchase of Tax Acquired Property to Former Owner Marilyn K.
Yarnell

ORDER 95-106.

- C-5 ORDER in the Matter of the Execution of Deed D951195 for Repurchase of Tax Acquired Property to Former Owners Eldredge T. Warner and Ronald R. Warner

ORDER 95-107.

REGULAR AGENDA

PUBLIC COMMENT

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

RICHARD KOENIG COMMENTED IN OPPOSITION TO FAMILY COURT SERVICES.

NON-DEPARTMENTAL

- R-2 RESOLUTION in the Matter of Extending the Removal from the Real Estate Market of Parcels "A" and "C" of the Edgefield Farm Property

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-2. TERRY COOK, DON LLOYD, SUE O'HALLORAN AND RICHARD ROSS EXPLANATION AND COMMENTS IN SUPPORT. COMMISSIONER COLLIER AMENDMENTS UNANIMOUSLY APPROVED. RESOLUTION 95-108 UNANIMOUSLY APPROVED, AS AMENDED.

- R-3 First Reading and Possible Adoption of an ORDINANCE Approving the Transfer of Cable Franchise from Paragon Cable to Time Warner, Inc., and Declaring an Emergency

ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER COLLIER MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF FIRST READING AND ADOPTION. MT. HOOD CABLE REGULATORY COMMISSION EXPLANATION. KEVIN KIDD TESTIMONY IN

SUPPORT. ORDINANCE 817 UNANIMOUSLY APPROVED.

R-4 RESOLUTION in the Matter of Placing a Moratorium on Adding Additional Funds/Federations to the Multnomah County Combined Charitable Giving Campaign Effective Until Ordinance 718 is Amended

COMMISSIONER HANSEN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-4. EXPLANATION. AMENDMENT UNANIMOUSLY APPROVED. RESOLUTION 95-109 IN THE MATTER OF PLACING A MORATORIUM ON ADDING ADDITIONAL FUNDS/FEDERATIONS TO THE MULTNOMAH COUNTY COMBINED CHARITABLE GIVING CAMPAIGN EFFECTIVE FOR ONE YEAR UNANIMOUSLY APPROVED, AS AMENDED.

R-5 RESOLUTION in the Matter of the Construction of Additional Beds at the Multnomah County Juvenile Justice Complex

AT THE REQUEST OF COMMISSIONER SALTZMAN AND UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER SALTZMAN, R-5 UNANIMOUSLY POSTPONED INDEFINITELY.

MANAGEMENT SUPPORT SERVICES

R-6 RESOLUTION in the Matter of Declaring Official Intent to Reimburse Expenditures for the Construction of Additional Beds at the Multnomah County Juvenile Justice Complex

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-6 EXPLANATION. RESOLUTION 95-110 UNANIMOUSLY APPROVED.

AGING SERVICES DIVISION

R-7 Ratification of Intergovernmental Agreement Contract 104545 Between Multnomah County and the City of Portland, Providing City Code Hearings Officer Services for Appeals or Grievances from Owners, Operators, or Other Involved Persons of Adult Care Homes Pursuant to Chapter 8.90 of the Multnomah County Code Pertaining to Regulations and Procedures of Adult Care Homes

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-7. EXPLANATION. AGREEMENT UNANIMOUSLY APPROVED.

DEPARTMENT OF HEALTH

R-8 Ratification of Intergovernmental Agreement Contract 202065 Between Multnomah County and Oregon Health Sciences University, Providing Case Management Services for Persons Living with HIV/AIDS, Using Ryan White CARE Act Grant Funds, for the Period May 1, 1995 through February 26, 1996

COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-8. EXPLANATION. AGREEMENT UNANIMOUSLY APPROVED.

R-9 Request for Approval of a Notice of Intent to Apply for a National Association of County and City Health Officials Grant to Support the Design and Testing of an Integrated, Comprehensive Public/Private Health Information System Project

COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-9. EXPLANATION. NOTICE OF INTENT UNANIMOUSLY APPROVED.

DEPARTMENT OF ENVIRONMENTAL SERVICES

R-10 ORDER in the Matter of Conveying Deeds and Easements for Certain Real Properties Owned by Multnomah County to the Public for Road Purposes, and the Establishment of NE 242nd Connector, County Road No. 5007 and NE 238th Connector, County Road No. 5008

**COMMISSIONER COLLIER MOVED AND
COMMISSIONER KELLEY SECONDED, APPROVAL
OF R-10 EXPLANATION. ORDER 95-111
UNANIMOUSLY APPROVED.**

R-11 ORDER in the Matter of the Grant of a Right-of-Way and Easement on County Land at the County Farm Property in the NW 1/4, Sections 26 and 35, T1N, R3E, WM, Multnomah County, Oregon

**COMMISSIONER COLLIER MOVED AND
COMMISSIONER HANSEN SECONDED,
APPROVAL OF R-11. EXPLANATION. ORDER 95-
112 UNANIMOUSLY APPROVED.**

PUBLIC CONTRACT REVIEW BOARD

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

R-12 ORDER in the Matter of a Temporary Exemption to Contract with Mighty Clean and Oregon Pacific Corp to Provide Custodial Services for Various County Facilities

**COMMISSIONER COLLIER MOVED AND
COMMISSIONER KELLEY SECONDED, APPROVAL
OF R-12. EXPLANATION. ORDER 95-113
UNANIMOUSLY APPROVED.**

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

The regular meeting was adjourned at a.m. and the briefing convened.

Thursday, May 18, 1995
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

BOARD BRIEFING

B-1 Exempt Employee Labor Market Briefing and Request for Policy Direction Regarding Labor Market Survey Parameters and Labor

Market Position for the Multnomah County Exempt Compensation Plan. Presented by Curtis Smith.

PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION.

B-2 Briefing on the Conversion of the Jail Warehouse Located at the Inverness Jail to Facilitate Housing Inmates Temporarily. Presented by Sheriff John Bunnell.

PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION.

There being no further business, the meeting was adjourned at

Thursday, May 18, 1995 - 1:30 PM
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

BUDGET SESSION

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

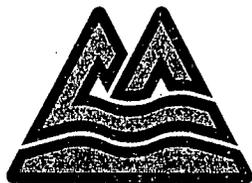
WS-1 Department of Community Corrections Budget Overview, Highlights and Action Plans. DCC Citizen Budget Advisory Committee Presentation. Opportunity for Public Testimony on the Proposed 1995-96 Multnomah County Budget. Issues and Opportunities. Board Questions and Answers.

PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION.

There being no further business, the meeting was adjourned.

OFFICE OF THE BOARD CLERK
FOR MULTNOMAH COUNTY, OREGON

Deborah L. Bogstad



MULTNOMAH COUNTY OREGON

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

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

AGENDA

MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

MAY 15, 1995 - MAY 19, 1995

Thursday, May 18, 1995 - 9:30 AM - Regular Meeting Page 2

Thursday, May 18, 1995 - Board Briefing Page 4
(IMMEDIATELY FOLLOWING REGULAR MEETING)

Thursday, May 18, 1995 - 1:30 PM - Budget Session Page 4

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

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

Friday, 10:00 PM, Channel 30

Sunday, 1:00 PM, Channel 30

Produced through Multnomah Community Television

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

Thursday, May 18, 1995 - 9:30 AM
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

REGULAR MEETING

CONSENT CALENDAR

NON-DEPARTMENTAL

C-1 *In the Matter of the Appointment of Duncan Wyse to the MULTNOMAH COMMISSION ON CHILDREN AND FAMILIES*

DEPARTMENT OF ENVIRONMENTAL SERVICES

C-2 *FINAL ORDER CU 2-95/HV 2-95 in the Matter of the Review of the Hearings Officer Decision Which Denied a Proposed Single Family Dwelling in the Commercial Forest Use Zoning District*

C-3 *ORDER in the Matter of the Execution of Deed D951192 Upon Complete Performance of a Contract to Melvin L. Cary*

C-4 *ORDER in the Matter of the Execution of Deed D951193 for Repurchase of Tax Acquired Property to Former Owner Marilyn K. Yarnell*

C-5 *ORDER in the Matter of the Execution of Deed D951195 for Repurchase of Tax Acquired Property to Former Owners Eldredge T. Warner and Ronald R. Warner*

REGULAR AGENDA

PUBLIC COMMENT

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

NON-DEPARTMENTAL

R-2 *RESOLUTION in the Matter of Extending the Removal from the Real Estate Market of Parcels "A" and "C" of the Edgefield Farm Property*

R-3 *First Reading and Possible Adoption of an ORDINANCE Approving the Transfer of Cable Franchise from Paragon Cable to Time Warner, Inc., and Declaring an Emergency*

R-4 *RESOLUTION in the Matter of Placing a Moratorium on Adding Additional Funds/Federations to the Multnomah County Combined Charitable Giving Campaign Effective Until Ordinance 718 is Amended*

- R-5 *RESOLUTION in the Matter of the Construction of Additional Beds at the Multnomah County Juvenile Justice Complex*

MANAGEMENT SUPPORT SERVICES

- R-6 *RESOLUTION in the Matter of Declaring Official Intent to Reimburse Expenditures for the Construction of Additional Beds at the Multnomah County Juvenile Justice Complex*

AGING SERVICES DIVISION

- R-7 *Ratification of Intergovernmental Agreement Contract 104545 Between Multnomah County and the City of Portland, Providing City Code Hearings Officer Services for Appeals or Grievances from Owners, Operators, or Other Involved Persons of Adult Care Homes Pursuant to Chapter 8.90 of the Multnomah County Code Pertaining to Regulations and Procedures of Adult Care Homes*

DEPARTMENT OF HEALTH

- R-8 *Ratification of Intergovernmental Agreement Contract 202065 Between Multnomah County and Oregon Health Sciences University, Providing Case Management Services for Persons Living with HIV/AIDS, Using Ryan White CARE Act Grant Funds, for the Period May 1, 1995 through February 26, 1996*
- R-9 *Request for Approval of a Notice of Intent to Apply for a National Association of County and City Health Officials Grant to Support the Design and Testing of an Integrated, Comprehensive Public/Private Health Information System Project*

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-10 *ORDER in the Matter of Conveying Deeds and Easements for Certain Real Properties Owned by Multnomah County to the Public for Road Purposes, and the Establishment of N.E. 242nd Connector, County Road No. 5007 and N.E. 238th Connector, County Road No. 5008*
- R-11 *ORDER in the Matter of the Grant of a Right-of-Way and Easement on County Land at the County Farm Property in the NW 1/4, Sections 26 and 35, T1N, R3E, WM, Multnomah County, Oregon*

PUBLIC CONTRACT REVIEW BOARD

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

- R-12 *ORDER in the Matter of a Temporary Exemption to Contract with Mighty*

Clean and Oregon Pacific Corp to Provide Custodial Services for Various County Facilities

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

Thursday, May 18, 1995

(IMMEDIATELY FOLLOWING REGULAR MEETING)

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

BOARD BRIEFING

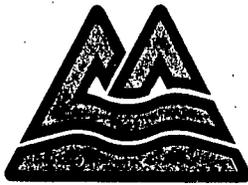
- B-1 Exempt Employee Labor Market Briefing and Request for Policy Direction Regarding Labor Market Survey Parameters and Labor Market Position for the Multnomah County Exempt Compensation Plan. Presented by Curtis Smith. 30 MINUTES REQUESTED.*
-

Thursday, May 18, 1995 - 1:30 PM

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

BUDGET SESSION

- WS-1 Department of Community Corrections Budget Overview, Highlights and Action Plans. DCC Citizen Budget Advisory Committee Presentation. Opportunity for Public Testimony on the Proposed 1995-96 Multnomah County Budget. Issues and Opportunities. Board Questions and Answers. 2.5 HOURS REQUESTED.*
-



MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS

| | | |
|------------------|--------------|----------|
| BEVERLY STEIN • | CHAIR • | 248-3308 |
| DAN SALTZMAN • | DISTRICT 1 • | 248-5220 |
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| TANYA COLLIER • | DISTRICT 3 • | 248-5217 |
| SHARRON KELLEY • | DISTRICT 4 • | 248-5213 |
| CLERK'S OFFICE • | 248-3277 • | 248-5222 |

SUPPLEMENTAL AGENDA

Thursday, May 18, 1995

(IMMEDIATELY FOLLOWING REGULAR MEETING)

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

BOARD BRIEFING

B-2 Briefing on the Conversion of the Jail Warehouse Located at the Inverness Jail to Facilitate Housing Inmates Temporarily. Presented by Sheriff John Bunnell.



DAN SALTZMAN, Multnomah County Commissioner, District One

1120 S.W. Fifth Avenue, Suite 1500 • Portland, Oregon 97204 • (503) 248-5220 • FAX (503) 248-5440

M E M O R A N D U M

TO: Clerk of the Board
Board of County Commissioners

FROM: Andrea Jilovec, Commissioner Saltzman's Office

RE: Absence from BCC Regular Meeting and Budget Work Sessions

DATE: May 3, 1995

Commissioner Saltzman plans to attend the Regular Board of County Commissioners' meeting on May 18, 1995, but will have to leave the meeting at 11:00 a.m. He will not attend the BCC Budget Work Session at 1:30 p.m. on Thursday, May 18.. He will also be absent from the BCC Budget Work Session on Friday morning, May 19.

DRS:amj

BOARD OF
COUNTY COMMISSIONERS
1995 MAY - 4 AM 8:37
MULTNOMAH COUNTY
OREGON

BOARD OF
COUNTY COMMISSIONERS
1995 MAY - 4 AM 8:48
MULTNOMAH COUNTY
OREGON

Meeting Date: MAY 18 1995
Agenda No: 01

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Exempt Employee Labor Market Briefing

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: May 18, 1995

Amount of Time Needed: 30 minutes

DEPARTMENT: Nondepartmental DIVISION: Employee Services

CONTACT: Curtis Smith TELEPHONE #: x5015

BLDG/ROOM #: 106/1430

PERSON(S) MAKING PRESENTATION: Curtis Smith

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

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

Ordinance No. 778 provides for periodic salary and benefit surveys to update the exempt compensation plan. This briefing will report on recent surveys and ask for Board direction regarding labor market survey parameters and labor market position for the exempt compensation plan.

BOARD OF
COUNTY COMMISSIONERS
1995 MAY 11 AM 11:20
MULTNOMAH COUNTY
OREGON

SIGNATURES REQUIRED:

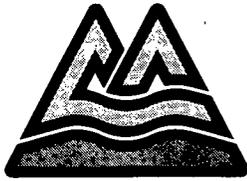
ELECTED OFFICIAL: Beverly Steen

OR

DEPARTMENT MANAGER: Curtis Smith

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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



MULTNOMAH COUNTY OREGON

BEVERLY STEIN
COUNTY CHAIR

EMPLOYEE SERVICES
FINANCE
LABOR RELATIONS
PLANNING & BUDGET
RISK MANAGEMENT

(503) 248-5015
(503) 248-3312
(503) 248-5135
(503) 248-3883
(503) 248-3797

(503) 248-5170 TDD

PORTLAND BUILDING
1120 S.W. FIFTH, 14TH FLOOR
P.O. BOX 14700
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR
PORTLAND, OREGON 97202

MEMORANDUM

TO: County Chair and County Commissioners

FROM: Curtis Smith, Manager 
Employee Services Division

DATE: May 18, 1995

SUBJECT: Exempt Employee Labor Market Briefing

The Exempt Employee Compensation Ordinance (#778), adopted by the Board in December 1993, provides for periodic salary and benefits surveys by the Employee Services Division. This description reflects the findings of our work in 1994, and is a required component of the overall results-oriented exempt compensation ordinance. It will help us maintain, motivate, and retain a workforce capable of high performance. As we begin our 1995 survey work, we want the Board to be aware of the survey parameters we are using. Board direction is requested if alternative parameters are desired.

Participation in Labor Market Surveys. During 1994, we participated in five compensation surveys: Portland Area Cross-Industry Survey, Milliman & Robertson Northwest Management and Professional Salary Survey, Nationwide Salary Survey by St. Louis County, Missouri, International Personnel Management Association Compensation Survey, and the Pacific Northwest Total Remuneration Survey. The latter is notable for the fact that it has pioneered the survey of benefits compensation. Our data were input to these surveys, and we received the last report in October, 1994.

Labor Market Parameters and Assumptions. Survey data for comparable benchmark positions were input to our data base, weighted for appropriateness of labor market, and compared against our current salary ranges. Specifically, we compared the average of all comparable salaries paid in the labor market to the mid-point of our existing ranges. The objective was to identify which of our ranges, if any, are above or below labor market. Our study assumed that the County should maintain the midpoint of its ranges approximately at the midpoint of the labor market. It further assumed that we should compare ourselves against both the public and private sectors, with emphasis on local labor market wherever possible. Finally, we assumed that a benefits comparison should also be included.

Survey Findings. Attachment A (Market Rate Composite by Salary Range) shows the results of the comparison of the survey data to Multnomah County exempt ranges. The comparison includes the late 1994 increase approved by the Board in response to Measure 8. At the lower ranges, Multnomah County is at or above this selected labor market. At about Range No. 126, where middle management begins, Multnomah County ranges start falling below labor market. The higher the responsibility level of the County position, the further below the market. At the highest level, the gap is approximately 20%.

To determine if the inclusion of benefits alters the findings, we participated in the William M. Mercer, Inc. Total Remuneration Survey. This is a survey of public and private employers in the Pacific Northwest with data as of May 1, 1994. First, Attachment B (Multnomah County-Base Salary Comparisons) compares "salary only" for the employers in the survey. Multnomah County compares to the market 50th percentile (the median of the surveyed employers) in the same relationship seen in the combined data in Attachment A. Multnomah County is at or above the market at the lower levels but falls increasingly behind in the higher job levels. Second, Attachment C (Multnomah County-Total Remuneration Comparisons) makes the same comparisons, including the value of each employers' benefit package. The resulting graph is virtually identical to the base salary comparisons. From this we conclude that the value of Multnomah County benefits does not exceed the average of other employers in our labor market.

Related Considerations. The consistency of this data over time and from multiple sources afford greater confidence in our overall survey accuracy. Before recommending salary structure changes with budgetary implications, we will continue to follow this data to see if Multnomah County's relationship to the market continues to be the same.

Be aware that labor market findings are not the only factor in determining appropriate salary levels. Internal equity factors, such as comparable worth and relationship to represented positions are examples of non-labor market issues which require consideration before salary levels are adjusted. Nevertheless, labor market survey data and our survey methodology are important elements in our larger need to periodically review our compensation program in light of the County's organizational objectives.

Issues for Policy Direction.

Labor Market Survey Parameters. It is recommended that the Board support labor market survey efforts with the following parameters:

- a. Geographical area to include the Pacific Northwest, with weighting for local labor market data wherever possible.
- b. Collection of both public and private sector data wherever possible.
- c. Collection of both salary and benefits data, so that total compensation can be reported to the extent available.

County Chair and County Commissioners

May 18, 1995

Page 3

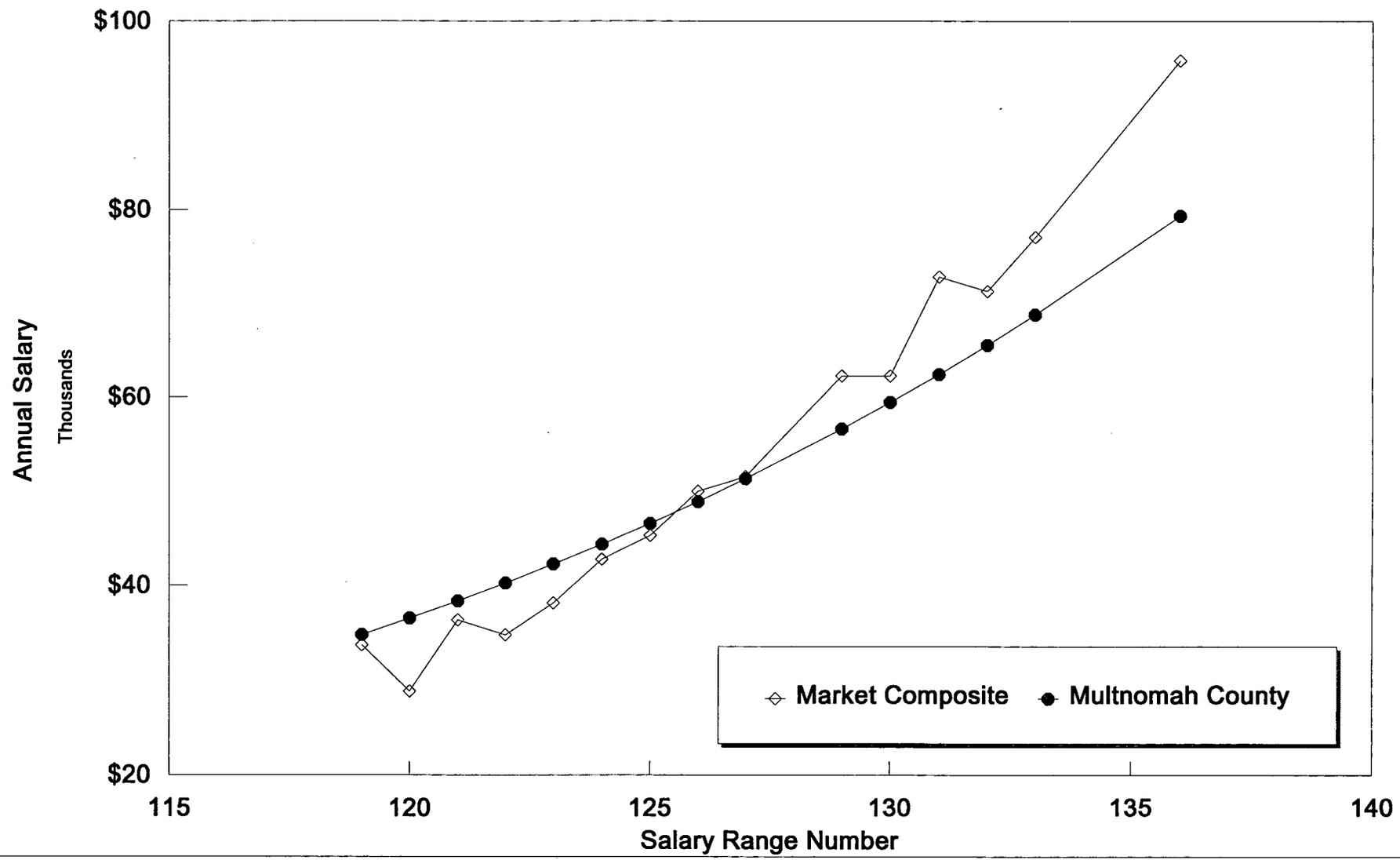
Labor Market Position. It is recommended that the Board consider adopting a labor market policy of moving, over time and consistent with the County's ability to pay, the midpoints of our exempt pay ranges toward the midpoints of equivalent salaries paid in the combined public and private sector labor market. To obtain total compensation equity, our pay ranges should be further adjusted to account for any difference in value between County benefits and labor market benefits.

Attachments

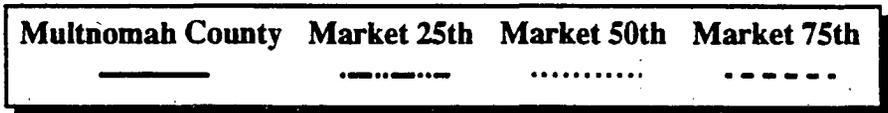
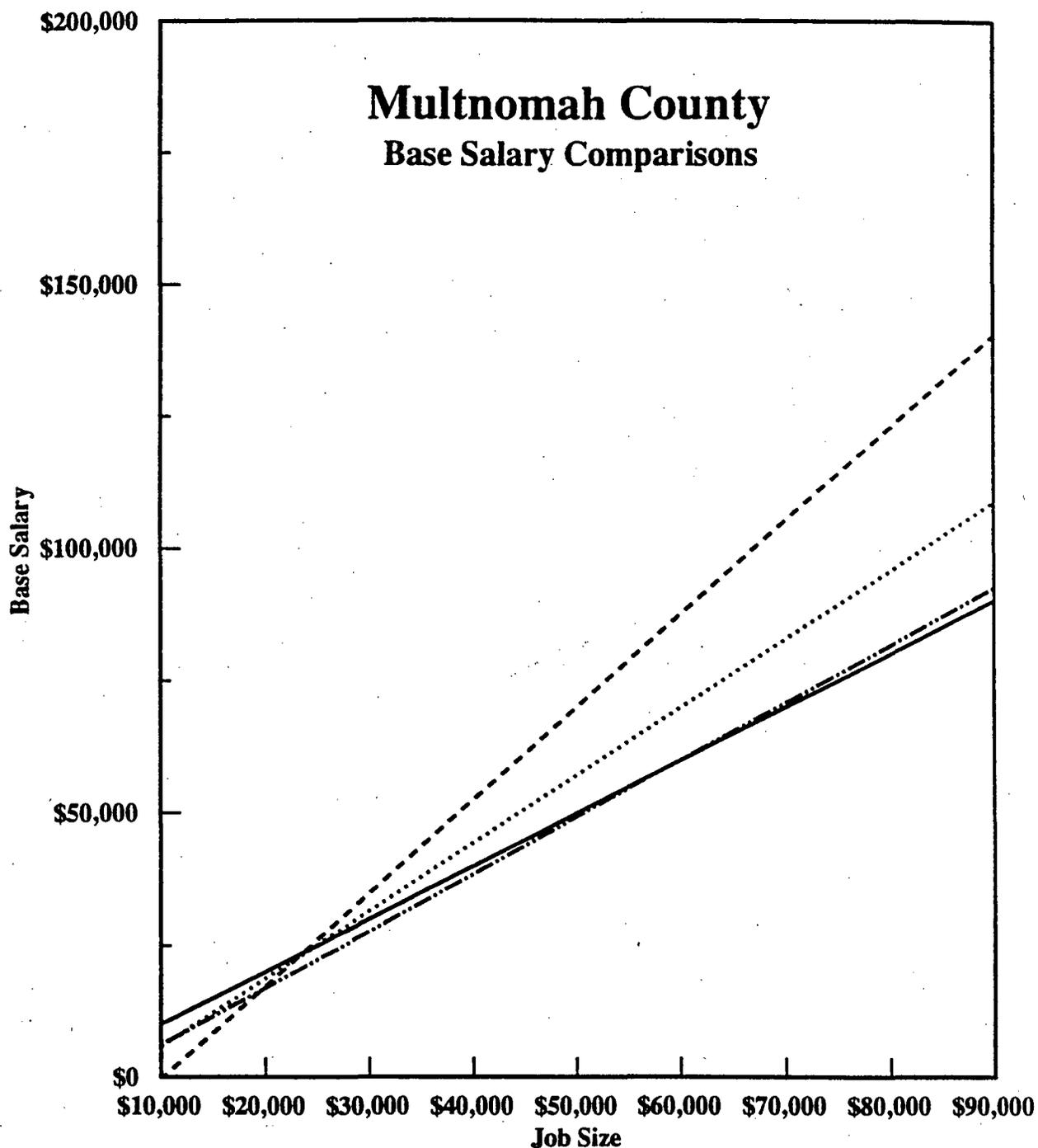
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MARKET RATE COMPOSITE BY SALARY RANGE

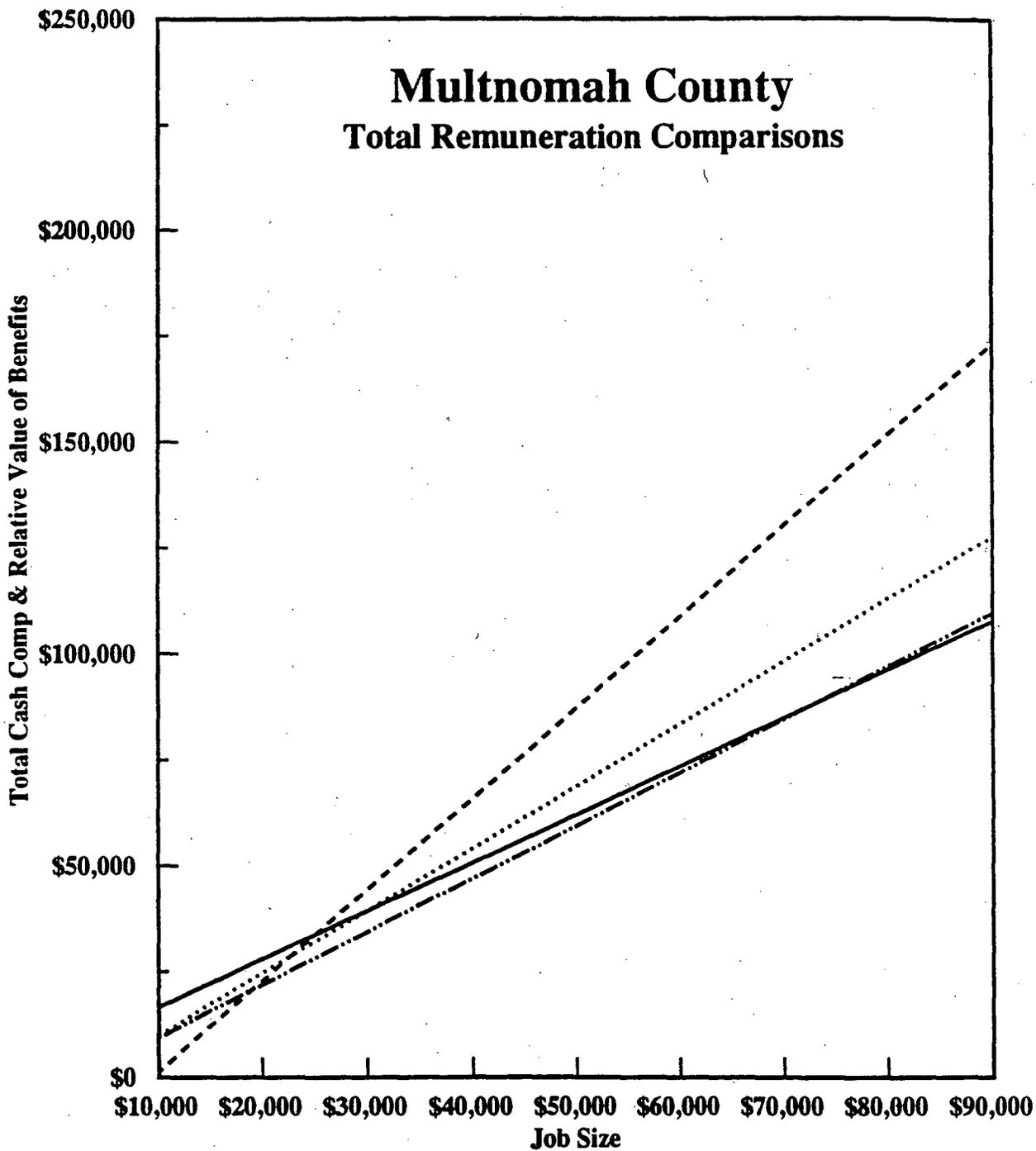
1994 Data Trended to January 1, 1995



**TOTAL REMUNERATION
TREND ANALYSIS**



**TOTAL REMUNERATION
TREND ANALYSIS (continued)**



| | | | |
|-------------------------|--------------------|--------------------|--------------------|
| Multnomah County | Market 25th | Market 50th | Market 75th |
| ———— | - · - · - · | ····· | - - - - - |

MEETING DATE: MAY 18 1995
AGENDA NO: B-2

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Jail Warehouse

BOARD BRIEFING: Date Requested: May 18, 1995

Amount of Time Needed: 7 A.M.

REGULAR MEETING: Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT: Sheriffs Office DIVISION: Corrections

CONTACT: Larry Aab TELEPHONE #: 251-2489
BLDG/ROOM #: 313/231

PERSON(S) MAKING PRESENTATION: John Bunnell, Sheriff

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

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

Briefing on the conversion of the jail warehouse located at the Inverness Jail to facilitate temporarily inmates.

SIGNATURE REQUIRED:

ELECTED OFFICIAL: John Bunnell
OR

DEPARTMENT MANAGER: _____
ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/5222
0516C/63

1995 MAY 15 AM 9:58
MULTIOMAH COUNTY
OREGON
BOARD OF
COUNTY COMMISSIONERS

*Briefing
5-18-95
Handout #1
B-2*

PROPOSAL FOR TEMPORARY CONVERSION OF INVERNESS JAIL WAREHOUSE TO A JAIL HOLDING FACILITY

SUMMARY

The need for jail space has reached a crisis. Through the conversion of a 6,000 square foot warehouse at the Inverness Jail Facility, temporary housing can be attained for up to 75 inmates in a cost effective and quick manner. This will have an immediate impact on population releases.

THE PROBLEM

Inmate Population Management in Multnomah County has reached critical proportions. During the month of April, 1995, the Sheriff's Office released through the matrix process 536 inmates. In one instance the matrix score reached 79, an all time high for releases. During that release, two inmates were being held for Burglary I, two were being held for Robbery III, and one was being held for ex-

con in possession of a firearm. Clearly, releases of this magnitude are unacceptable and has triggered a jail bed crisis in Multnomah County. Chart #1 illustrates the rapid increase in bookings within the system. Current trends in calendar year 1995, suggests that bookings will increase by 23% topping the 40,000 mark. A part of the problem appears to be due to the rapid increase in officers on the street by the Portland Police Bureau. This comes as no great surprise as industry experts predicted as long as a year ago that rapid deployment of officers from any jurisdiction will have a ripple effect on the entire system.

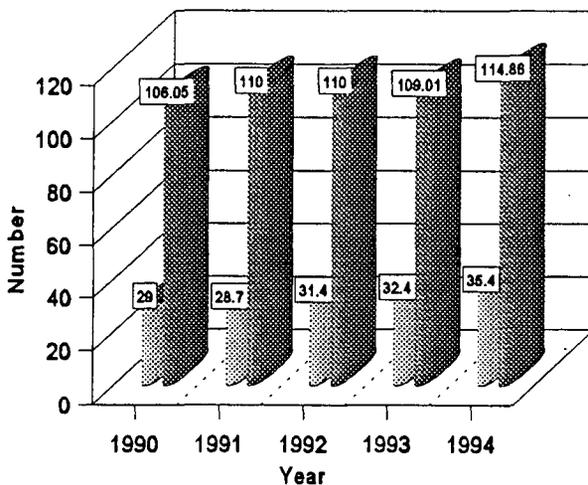
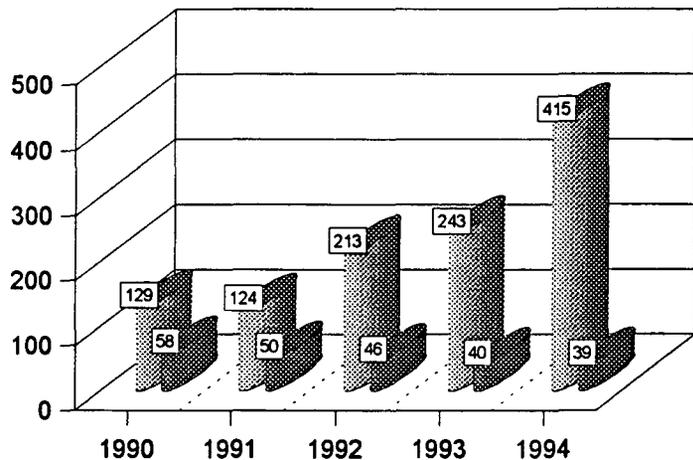


Chart 1

■ Bookings ■ Total Crime

One should expect to see similar downstream effects with the District Attorney's Office, the Public Defender's Office and the Courts. In addition, population growths will predictably cause bed growth to escalate.

Chart #2 is further evidence of the growing problem. The chart shows the effect of lower average length of stay requirements as a result of changes in sentencing



■ Population Release
■ Average Length of Stay

Chart 2

guidelines. In CY 1990, average length of stay was 58 days. By CY 1994, the average length of stay had fallen to 39 days. In theory, with a static number of beds, as average length of stay goes down, the number of population releases should also go down. However, with the rapidly increasing numbers of bookings, the number of population releases increased disproportionately to the rate of decrease through sentencing guidelines. Clearly, bookings are a significant key to the need for jail beds.

PROGRESS TO DATE

On January 26, 1995, a number of short term solutions were implemented to impact the number of population releases. These have been successful but have not been able to keep pace with the rapid increase in bookings. To review:

1. A change in population eligibility requirements with MCRC to keep the population of the facility at 120. Prior to the population change, the MCRC averaged about 90 inmates per day. This has impacted matrix releases by 455 to date.
2. A reduction in the number of beds used by the U. S. Marshal's Office. These beds had grown to an average of 117 per day and were as many as 154. We have now reduced the number of beds to 115 with some flexibility dependant upon critical need.
3. The use of work in lieu of jail options for people sentenced to weekend jail time.
4. Use of transfer holding facilities in booking to house prisoners until they are transported to the penitentiary or otherwise out of the local corrections system. This has impacted matrix releases by 614 to date.
5. The use of court recogs have increased by about 200 per month.

Each of these controls were implemented with existing resources. Despite these measures, we have merely slowed the flow of population releases. Chart 3 shows a comparison of jail populations for the first four months of 1994 and 1995. Jail bookings increased by 2,626 (23%) and population releases increased by 1,167 (190%). Obviously with a static jail bed population of 1,371 our population release crisis would have been much greater had we not

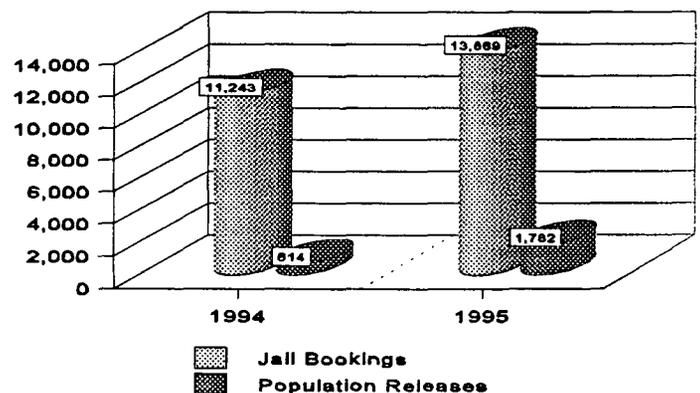


Chart 3

**WORK CREW ANNEX
PAGE 3**

implemented these control measures.

INVERNESS WORK CREW ANNEX

This proposal will use the newly completed warehouse at Inverness Jail as a temporary holding facility until more long range housing can be built. The warehouse is located within the fenced compound and could be used for low risk inmates who otherwise would be released. Some configurations to be considered:

- a. Moving the inmate work crews, kitchen staff and laundry staff into the warehouse, freeing up general population beds for inmates who would otherwise be released.
- b. Using the facility for weekend overflow by moving the inmate work crews, etc. into the warehouse Thursday through Sunday, then reducing population through court arraignments and closing the warehouse Monday through Wednesday.

POPULATION PROFILE

Due to the nature of the facility, only low risk inmates will be housed in the facility. The population will consist of inmate work crews and those with sentences of more than five working days. Inmates with the following behavior alerts will be excluded from the annex:

- | | |
|--|--------------------------------|
| 1. Past Assaultive Behavior/Assault risk | 6. Current Charge is Violent |
| 2. Repetitively Disruptive Behavior | 7. Escape Risk |
| 3. Verified Gang Member | 8. Juvenile |
| 4. Keep separate; needs separation from others | 9. Minor Mental Health Problem |
| 5. Suicidal | 10. Unstable past behavior |

Attached to this document is a copy of the selection criteria and process for the MCIJ Work Crew Annex.

EMPOWERED WORK TEAM

On May 9, 1995, Sheriff Bunnell appointed an empowered work team of Sheriff's Office and Facilities Management employees with the charge to convert the warehouse to a temporary jail facility and have it ready to occupy by May 19, 1995. The team assembled on May 10, and organized itself into units to address staffing, building retrofitting, and license and permits. The work team was empowered to make all decisions, including purchasing, facility layout, scheduling

WORK CREW ANNEX
PAGE 4

The work team had immediate results. By using the direct service providers within their areas of expertise, it soon became apparent that timeliness and cost effectiveness would exceed our expectations. For example, initial estimates on warehouse retrofitting was \$242,000. By the time we met, discussed the level of risk of the inmate, the type of supervision, etc., the cost was reduced to about \$20,000. This is just one example of the numerous successes we experienced with our work team.

Attached is an estimate of costs for the Work Crew Annex. These costs vary depending upon the length of opening and the number of inmates housed. However, annualized costs could be as low as \$34.75 per bed per day.

| MULTNOMAH COUNTY SHERIFF'S OFFICE | | | |
|---|---------------|---------------|---------------|
| Add Inmates to Warehouse | | | |
| Cost in Increments | | | |
| For 6 weeks beginning 5/19/95 | | | |
| | 35 Bed | 50 Bed | 75 Bed |
| Item | Cost | Cost | Cost |
| Corrections Deputies (264 overtime hours per week) | 65,710 | 65,710 | 65,710 |
| Counselor (Temporary) | 3,821 | 3,821 | 3,821 |
| Classification Counselor (Temporary) | 3,821 | 3,821 | 3,821 |
| Warehouse Worker (Temporary) | | 3,324 | 3,324 |
| Sheriff's Operations Tech. (Temp) | 3,057 | 3,057 | 3,057 |
| Facility Security Officer (Temp) | 3,096 | 3,096 | 3,096 |
| Food | 8,080 | 11,543 | 17,314 |
| Blues | 4,000 | 4,000 | 4,000 |
| Tables | 150 | 150 | 150 |
| Shower & Toilet Facilities | 750 | 750 | 750 |
| Building demolition cost | 2,000 | 2,000 | 2,000 |
| Electronic modifications | 20,000 | 20,000 | 20,000 |
| Property needs (clothing rack, property and commissary space) | | | |
| Medical Costs | 0 | 17,832 | 29,034 |
| | 114,484 | 139,103 | 156,076 |
| | | | |
| | | | |
| | | | |
| | | | |
| Cost for 1995-96 Through February | | | |
| (243 days, 35 weeks) | | | |
| | 35 Bed | 50 Bed | 75 Bed |
| Item | Cost | Cost | Cost |
| Corrections Deputies (8.32 FTEs) | 264,953 | 264,953 | 264,953 |
| Counselor | 28,300 | 28,300 | 28,300 |
| Classification Counselor | 28,300 | 28,300 | 28,300 |
| Warehouse Workers (1) | 0 | 25,651 | 25,651 |
| Facility Security Officer | 25,121 | 25,121 | 25,121 |
| Sheriff's Operations Tech. | 24,608 | 24,608 | 24,608 |
| Food | 25,680 | 51,360 | 77,039 |
| Supplies (on-going) | 9,412 | 13,445 | 20,168 |
| Port-a-showers | 6,000 | 6,000 | 6,000 |
| Medical Costs | 104,019 | 104,019 | 169,362 |
| | 516,392 | 571,756 | 669,502 |
| Annualized Cost | | | |
| Cost for 1995-96 | | | |
| | 35 Bed | 50 Bed | 75 Bed |
| Item | Cost | Cost | Cost |
| Corrections Deputies (8.32 FTEs) | 393,644 | 393,644 | 393,644 |
| Counselor | 42,046 | 42,046 | 42,046 |
| Classification Counselor | 42,046 | 42,046 | 42,046 |
| Warehouse Workers (1) | 0 | 38,110 | 38,110 |
| Sheriff's Operations Tech. | 36,560 | 36,560 | 36,560 |
| Facility Security Officer | 37,323 | 37,323 | 37,323 |
| Food | 24,587 | 49,174 | 73,761 |
| Supplies (on-going) | 14,137 | 20,195 | 30,293 |
| Port-a-showers | 6,000 | 6,000 | 6,000 |
| Subtotal | 596,343 | 665,099 | 699,783 |
| Medical Costs | 154,542 | 154,542 | 251,624 |
| | 750,885 | 819,641 | 951,407 |
| | | | |
| Cost Per Bed - Corrections | 46.68 | 36.44 | 25.56 |
| Cost Per Bed - Corrections Health | 12.10 | 8.47 | 9.19 |
| Total | 58.78 | 44.91 | 34.75 |



***Multnomah County
Sheriff's Office***

**JOHN BUNNELL
SHERIFF**

SPECIAL ORDER

95-18

May 9, 1995

SUBJECT: USE OF MCIJ WAREHOUSE AS TEMPORARY JAIL FACILITY

EFFECTIVE: IMMEDIATELY

CANCEL: May 9, 1996

- I. The following members are appointed to a work team which shall be responsible to convert the new MCIJ warehouse into a temporary jail facility:

| | |
|-------------------------------|-----------------|
| Acting Lieutenant Bill Gatzke | Larry Aab |
| Sergeant Tim Moore | Sharon Comstock |
| Sergeant Linda Yankee | Mary Loos |
| Sergeant David Keith | Steve Pearce |
| Sergeant Mike Shults | Sue Robinson |

- II. Acting Lieutenant Gatzke shall serve as Chair of the work team. Mark Gustafson, of Facilities Management, shall also serve on the work team.
- III. The purpose of the warehouse conversion is to provide temporary additional jail space to reduce the number of prisoners released through the matrix process. The temporary jail bed provided by the warehouse conversion shall remain in place through February, 1996, or until permanent replacement beds are provided through new construction.
- IV. The work team shall be empowered to make all decisions, including purchasing, facility layout, scheduling and operational decisions, necessary to ensure the temporary facility is operational by May 19, 1995. The Chair shall regularly apprise the MCIJ Facility Commander regarding the progress of the conversion project.
- V. In order to ensure adequate funding for the temporary jail through the remainder of the current fiscal year, all discretionary spending in the general fund and the levy fund shall be suspended until June 30, 1995. All managers responsible for approving expenditures shall not approve an expenditure unless the expense is required for a life safety purpose or to ensure the continuing smooth operation of the agency.

Special Order 95-18

May 9, 1995

Page 2

- VI. Timekeepers and purchasing agents shall use Org # 100-025-3971 to track warehouse conversion expenditures. Timekeepers shall use activity code 7WHS, 8WHS or 9WHS for payroll activity directly related to the warehouse conversion project.

A handwritten signature in black ink, appearing to read "John Bunnell". The signature is fluid and cursive, with the first name "John" written in a larger, more prominent script than the last name "Bunnell".

JOHN BUNNELL,
Sheriff

Distribution: B- All Units
Members Named

SELECTION CRITERIA AND PROCESS -- MCIJ WORK CREW ANNEX

PURPOSE: To establish criteria and a process for selecting sentenced inmates for housing in the MCIJ Work Crew Annex and assignment to Outside Work Crews who do not pose a danger to the community.

I. MCIJ Counselors shall screen all sentenced offenders for housing in the MCIJ Work Crew Annex with sentences of more than 5 days, and who have no pending charges/holds. Screening shall include an interview, LED's records check, PPDS records check and review of the inmate's CPMS record. The Requirements and Restrictions in II and III shall also apply.

A. Deputies may place inmates with 5 days or less remaining in their sentences in the Work Crew Annex provided that they do not have A, C, D, E, G, J, K, M, P, S, and U classification alerts.

1. Deputies assigned to the Annex shall do the initial orientation for inmates with short term sentences as they enter the Annex.

a. Orientation sheets shall be forwarded to the Work Crew Supervisor prior to the beginning of the next duty day.

2. The Work Crew Supervisor shall screen short sentence inmates for appropriateness for Work Crews before they are assigned to specific crew.

II. The following requirements for inmates with sentences of over five days shall be considered by MCIJ Counselors for placement in the MCIJ Work Crew Annex. Deputies shall also apply these requirements to inmates with 5 days or less remaining in their sentences:

A. Sentenced and/or have either bail receipts, or signed ROR papers on any outstanding charges.

B. Positive attitude as determined in the screening interviews. Interviews may be waived for inmates with less than 5 day sentences.

C. Past escapes from County or State facilities such as furloughs, AWOLs, temporary leave violators shall be reviewed on an individual basis by the Facility Commander, Work Crew Supervisor, Counseling Supervisor, and assigned Counselor.

III. The following restrictions apply to inmates being considered for housing in the MCIJ Work Crew Annex:

A. No current escape charges including unauthorized departures.

B. No current sex offenses.

C. No past sex offense convictions. Inmates with past sex offense arrests may be considered only if documented dismissal of charges exists. Documentation of the dismissal shall be made in the inmates program file.

D. No record of an offense against a Corrections Staff Member.

E. No potentially violent inmate as determined by charges, incident involvement, criminal history, and/or behavior in custody.

F. No record of unstable or disruptive behavior in custody.

G. No documented gang membership as indicated by LEDS/PPDS or classification alert. Gang associates and gang affiliates may be housed in the Work Crew Annex.

IV. Inmates deemed acceptable for housing in the Annex shall be required to sign an Unauthorized Departure Form, Facility Rules and Regulation Form and Notification of Potential Harm Form.

V. Inmates selected for outside work shall be referred to the Work Crew Supervisor on the Classification Inmate Summary Form for consideration and placement on the Work Crews.

A. The Work Crew Supervisor may utilize inmates selected for outside work as required to perform scheduled work.