

**ANNOTATED AGENDA FOR THE
MEETINGS OF THE
BOARD OF COMMISSIONERS**

Tuesday, October 12, 2010 - 10:00 a.m.
Multnomah Building, Commissioners Board Room 100
501 SE Hawthorne Blvd., Portland, Oregon

BOARD BRIEFINGS

Chair Jeff Cogen convened the meeting at 10:07 a.m. with Vice-Chair Diane McKeel and Commissioners Deborah Kafoury, Barbara Willer and Judy Shiprack present.

B-1 Business Process Re-engineering Presentation. Sponsor: Chair Jeff Cogen's Office. Presenters: Holly Valkama and Rob Fenty, Coraggio Group.

Chair Cogen made opening remarks. He stated that the deficit has resulted in a reduced budget ten years in a row. Additionally, the County has experienced significant cuts from the State and is expecting more later this year. Given the County's limited resources, it's paramount to provide services in the most efficient way possible.

Chair Cogen introduced the presenters from Coraggio Group. He stated that they were asked to look at business process engineering for Facilities & Property Management (FPM).

Mr. Fenty and Ms. Valkama gave an overview of Business Process Re-engineering Work. They said the purpose was to identify opportunities and alternative models that make Central Services work better. The approach they took was to focus on one DCM Division (Facilities) with the intent of piloting specific improvements and applying key learnings to other divisions. They reviewed the following in a power point presentation.

Scope of Work:

- Strategic Context & Readiness Assessment—Clarity and readiness regarding change
- Business Model Analysis—Analysis of FPM cost drivers and benchmarking of other counties
- Recommendations—Opportunities & Process Improvements—Process areas & alternative models
- Process Redesign—Implement 2 process redesigns (FPM working teams)

Deliverables:

- Assessment Findings—Internal FPM (1/14/10) and "Customer" Groups (1/28/10)
- FPM Strategic Clarity Brief (2/22/10)
- FPM Business Model Analysis (3/19/10)
- Benchmarking Report & Recommendations (4/8/10)
- Analysis on Two Model Scenarios (5/17/10)

- Implementation of 3 Process Redesigns
Work Order Communication Flow (5/20/10)
Project Management (7/1/10)
Work Order Improvement (7/19/10)
- Draft Process and Templates for Countywide Divisional Planning Process (6/27/10)
- Regular FPM Management & BPR Steering Team meetings around change planning

Facilities & Property Management:

- Operational Improvements
Accountability & Follow Through
Process Improvements
Planning & Expectation Management (Internal & Departments)
- Specific Model Opportunities
Continuous Improvement & Outsourcing
Sale-Leaseback Options
Best Practice Strategic Sourcing
Reinstitute Disposition Plan

Countywide:

- Collaborative Business Line Planning Process
Better ability for trade-off decisions based on County priorities
Clear service expectations between departments and internal services
- Countywide Efficiencies in Administrative Services
Duplication/Shadowing
Process improvement

Key Learnings Moving Forward:

- Observations and Learnings from BPR Process
Strong, long-standing culture
High department autonomy—
Countywide opportunities for efficiency and effectiveness
Recognized need for more accountability

Recommendations:

- Countywide look at administrative services
Significant improvements in efficiency and/or budget will require top-down leadership and process to surface opportunities beyond organizational lines.
- Leadership alignment around County priorities
- Collaborative business line planning process
Link department and division planning to county priorities

Countywide Analysis of Administrative Services:

- Intent:
Identify actionable recommendations within administrative services that will provide measurable efficiencies for the County
Provide information and analysis that supports leadership decision making

- Process
 - Analyze cost drivers at department and divisional levels (Countywide)
 - Engage expertise within County to identify opportunities

Prioritize opportunities based on potential savings, risks, timing and implications
Provide recommendations for specific actions

They closed their presentation by stating that the analysis and recommendations will be complete by the end of December.

The Commissioners expressed appreciation for the presentation, and asked for a more in-depth evaluation of their report and recommendations. They raised questions and shared concerns about the focus, advancing the Mission, establishing priorities through a difficult future for the County, creating a safe and healthy community within the County, aligning leadership around priorities, and realizing efficiencies.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:43 am.

Thursday, October 14, 2010 - 9:30 a.m.
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

REGULAR MEETING

Chair Jeff Cogen convened the meeting at 9:37 a.m. with Vice-Chair Diane McKeel and Commissioners Deborah Kafoury, Barbara Willer and Judy Shiprack present.

CONSENT CALENDAR

- C-1 BUDGET MODIFICATION DCHS11-08, Reclassifying a Vacant 0.50 FTE Program Development Specialist Position to a Program Coordinator Position in the SUN Service System Division, as Determined by the Class/Comp Unit of Central Human Resources
- C-2 BUDGET MODIFICATION NOND-06, Reclassifying Three (3) Positions in the County Attorney's Office.
- C-3 Reappointing John Rettig to the Planning Commission.

Upon motion made by Commissioner Shiprack and seconded by Commissioner Willer the consent calendar was unanimously approved.

REGULAR AGENDA
PUBLIC COMMENT

Opportunity for Public Comment on non-agenda matters. Testimony limited to three minutes per person unless otherwise designated by the presiding officer.

Public testimony was given and received for the record.

- R-1 BUDGET MODIFICATION MCSO-07 - Requesting General Fund Contingency Transfer to the Sheriff's Office in the Amount \$209,656 for the Kyron Horman Investigation. Presenters: Sheriff Dan Staton and Lieutenant Ned Walls.**

Commissioner Shiprack moved and Vice-Chair McKeel seconded approval of R-1.

Sheriff Staton provided the explanation and responded to Board questions and comments. He said this contingency transfer they are requesting covers the first three months of unbudgeted expenses of this investigation. He emphasized the steps taken to keep the Board informed and continue to stay transparent with the Board. He informed them of the configuration of the task force to which they have gone in order to absorb expenses and better provide for this investigation.

The Board thanked him for his update and responding to their questions.

BudMod MCSO-07 was unanimously approved

R-2 BUDGET MODIFICATION - MCSO-05 - Appropriating \$101,525 in Edward Byrne Memorial Justice Assistance Grant (JAG) Funding. Presenters: Lieutenant Ned Walls.

Commissioner Shiprack moved and Commissioner Kafoury seconded approval of R-2.

Lt. Walls provided the explanation and responded to Board questions and comments.

BudMod MCSO-05 was unanimously approved.

R-3 BUDGET MODIFICATION - MCSO-06 - Appropriating \$50,009 from the US Department of Justice, Awarded Under the FY 2010 BJA Anti-Human Trafficking Task Force Initiative Grant Program. Presenters: Lieutenant Ned Walls.

Vice-Chair McKeel moved and Commissioner Shiprack seconded approval of R-3.

Lt. Walls provided the explanation and responded to Board questions and comments.

BudMod MCSO-06 was unanimously approved

R-4 BUDGET MODIFICATION - MCSO-03 - Appropriating \$126,557 from the State of Oregon, Oregon Department of Transportation (ODOT) for Inmate Work Crew Services. Presenters: Captain Drew Brosh & Sergeant Tina Breiten.

Commissioner Shiprack moved and Vice-Chair McKeel seconded approval of R-4.

Capt. Brosh and Sgt. Breiten provided the explanation and responded to Board questions and comments.

BudMod MCSO-03 was unanimously approved

R-5 BUDGET MODIFICATION - MCSO-04 - Appropriating \$126,557 from the City of Portland's Office of Transportation for Inmate Work Crew Services. Presenters: Captain Drew Brosh, Sergeant Tina Breiten.

Commissioner Shiprack moved and Commissioner Kafoury seconded approval of R-5.

Capt. Brosh and Sgt. Breiten provided the explanation and responded to Board questions and comments.

BudMod MCSO-04 was unanimously approved

R-6 BUDGET MODIFICATION - DCHS11-04 - Increasing Mental Health and Addiction Services Division Federal/State Appropriation by \$25,000. Presenter: Karl R. Brimner, MHASD Director.

Commissioner Shiprack moved and Commissioner Willer seconded approval of R-6.

Mr. Brimner provided the explanation and responded to Board questions and comments.

BudMod DCHS11-04 was unanimously approved.

R-7 BUDGET MODIFICATION - DCHS11-10 Increasing Mental Health and Addiction Services Division Federal/State Appropriation by \$26,025 and Adds 0.5 FTE Mental Health Consultant. Presenter: Karl R. Brimner, MHASD Director.

Commissioner Shiprack moved and Vice-Chair McKeel seconded approval of R-7.

Mr. Brimner provided the explanation and responded to Board questions and comments.

BudMod DCHS11-10 was unanimously approved.

R-8 PROCLAMATION Proclaiming October 14, 2010, Healthy Kids Day in Multnomah County, Oregon. Sponsor: Commissioner Deborah Kafoury, D-1. Presenters: Cathy Kaufman, Administrator, Healthy Kids and Betse Thielman, School Based Health Care Network.

Commissioner Kafoury moved and Vice-Chair McKeel seconded approval of R-8.

Ms. Kaufman and Ms. Thielman provided the explanation and responded to Board questions and comments.

Ms. Kaufman read the Proclamation into the record.

Proclamation No. 2010-144 was unanimously adopted.

R-9 Second Reading of an ORDINANCE Terminating the Intergovernmental Agreement with the City of Portland, Dissolving the Sustainable Development Commission, Repealing Special Ordinance 972 and Amending MCC Chapter 3 to Establish the Advisory Committee on Sustainability and Innovation, and Adopting a RESOLUTION Appointing Members. Sponsor: Chair Jeff Cogen. Presenters: Kat West & Warren Fish – Chair's Office. Invited Guests: Kent Snyder, Jean Bronc, David Brook, Sattie Clark and Angus Duncan – ASCI Members.

Commissioner Shiprack moved and Commissioner Willer seconded approval of the second reading.

Chair Cogen gave opening remarks. Ms. West and Mr. Fish reviewed the purpose of the Ordinance and responded to Board questions and comments.

The second reading was unanimously approved, and Ordinance 1171 was adopted.

Commissioner Shiprack moved and Commissioner Willer seconded approval of R-9.

Ms. West and Mr. Fish provided introductions. ASCI members spoke of their background and reasons for participating

Resolution No. 2010-145 was unanimously adopted.

R-10 RESOLUTION Establishing A Policy For Acquisition Of Real Property For Transportation Projects. Presenters: Brian Vincent & Kim Peoples, Road Services.

Commissioner Shiprack moved and Commissioner Kafoury seconded approval of R-10.

Mr. Vincent and Mr. Peoples provided the explanation and responded to Board questions and comments.

Resolution No. 2010-146 was unanimously adopted.

R-11 Master Certification Agreement with the Oregon Department of Transportation (ODOT) for Agency Management of Federal Aid Transportation Projects. Presenters: Brian Vincent & Kim Peoples.

Commissioner Shiprack moved and Commissioner Willer seconded approval of R-11.

Mr. Vincent and Mr. Peoples provided the explanation and responded to Board questions and comments. Chair Cogen asked if the issue around Title 6 had been resolved. Mr. Vincent replied that they have verified that the scope of the compliance plan will be limited to the Transportation Program.

The Agreement with ODOT was unanimously adopted.

R-12 PROCLAMATION Declaring October 17 – 23, 2010 National Save for Retirement Week in Multnomah County, Oregon. Presenter: Mindy Harris, Interim DCM Director

Commissioner Shiprack moved and Vice-Chair McKeel seconded approval of R-12.

Ms. Harris provided the explanation and responded to Board questions and comments.

Ms. Harris read the Proclamation into the record.

Proclamation 2010-147 was unanimously adopted.

R-13 BUDGET MODIFICATION DCM-06 Hydrokinetic Energy Production (HEP) Grant Award. Presenters: John Lindenthal, CIP Manager; Clark Jurgemeyer, Energy Manager; John Muenchow, Project Manager – FPM.

Commissioner Shiprack moved and Vice-Chair McKeel seconded approval of R-13.

Mr. Lindenthal provided the explanation and along with Messrs. Jurgemeyer and Muenchow, responded to Board questions and comments.

BudMod DCM-06 was unanimously approved.

R-14 BUDGET MODIFICATION - DCJ-07 - Appropriates \$150,000 to the Federal/State Fund from the US Department of Justice, Office of Justice Programs: Family Support for Treatment and Re-Entry Success Grant.

The department requested that this item be postponed to a time certain of October 28, 2010.

Commissioner Willer moved and Commissioner Shiprack seconded the request that R-14 be postponed to a time certain to October 28, 2010.

It was unanimously approved.

Chair Cogen called for a recess at 10:54 a.m., because the items covered today finished early and the presenters are not yet here for the next item.

Chair Cogen reconvened the meeting at 11:12 a.m.

R-15 RESOLUTION on Take Back the Tap: Restrictions on Bottled Water. Sponsor: Commissioner Barbara Willer, D-2. Presenters: Julia DeGraw, NW Organizer - Food & Water Watch; Jon Schrotzberger, Director of Facilities and Property Maintenance; Sonia Manhas, Program Manager, Community Wellness and Prevention; Tim Lynch, Climate and Energy Specialist, Office of Sustainability; Sarah Brownstein, Staff Asst., D-2.

Commissioner Kafoury moved and Commissioner Willer seconded approval of R-15.

Commissioner Willer made opening remarks. She recognized the hard work of her staff and all their partners who assisted in bringing this project to fruition. Ms. Brownstein introduced the speakers. Each gave a summary of their program and involvement in this concern and a video was shown.

The Board thanked Commissioner Willer for bringing this Resolution forward, and for the work of her staff and partners. Chair Cogen and Commissioner Willer thanked the presenters for attending and participating.

Resolution No. 2010-148 was unanimously adopted.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:10 p.m.

Submitted by:

Lynda J. Grow, Board Clerk,
Marina Baker, Assistant Board Clerk and
Shirley Luo, Intern
Board of County Commissioners
Multnomah County