

**ANNOTATED MINUTES**

Tuesday, June 15, 1993 - 1:30 PM  
Multnomah County Courthouse, Room 602

**BOARD BRIEFING**

- B-1 Update on Community Based Dispute Resolution Programs Funded with Multnomah County's Portion of Oregon Dispute Resolution Commission Funds. Recommendation for Contract Renewals. Presented by Carolyn Marks Bax, Lisa Burke, Bob Donough and Anndy Wiselogle.

**PRESENTATION AND RESPONSE TO BOARD QUESTIONS  
BY CAROLYN MARKS BAX, LYNN COX, BOB DONOUGH AND  
ANN DY WISELOGLE.**

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Tuesday, June 15, 1993 - 2:00 PM  
Multnomah County Courthouse, Room 602

**PUBLIC HEARING**

- PH-2 Pursuant to ORS 294.430(2), the Tax Supervising and Conservation Commission Will Meet to Discuss and Conduct a Public Hearing on the Multnomah County 1993-94 Budget. A Quorum of the Multnomah County Board of Commissioners Will be in Attendance.
- PH-3 Pursuant to ORS 294.430(2), the Tax Supervising and Conservation Commission Will Meet to Discuss and Conduct a Public Hearing on the Multnomah County Service District No. 1 - Dunthorpe-Riverdale and Multnomah County Service District No. 14 - Mid-County 1993-94 Budgets. A Quorum of the Multnomah County Board of Commissioners Will be in Attendance.

**BUDGET PRESENTATION AND RESPONSE TO QUESTIONS  
BY DICK HOWARD AND DAVE WARREN. COUNTY BOARD  
RESPONSE TO QUESTIONS OF TSCC CHAIR JOSEPH  
LABADIE AND MEMBERS THOMAS HATFIELD, LIANNE  
THOMPSON, ROBERT BRUNMEIER AND TOM NOVICK.  
PUBLIC HEARING HELD, NO ONE WISHED TO TESTIFY.**

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Wednesday, June 16, 1993 - 7:30 AM  
Portland Building, 1120 SW Fifth Avenue  
14th Floor, Conference Room A

**JOINT MEETING**

- JM-4 Members of the Multnomah County Board of Commissioners and Multnomah County Library Board Will Meet to Discuss Issues Including Library Budget, County Board Expectations, Reference Line Charges, Utility Tax Versus Levy/General Obligation Bond, Entrepreneurial Initiatives Team, Citizen Budget Advisory Committee and Videos.

**COUNTY AND LIBRARY BOARD MEMBER COMMENTS AND DISCUSSION. A SECOND JOINT MEETING WILL BE SCHEDULED IN THE NEAR FUTURE.**

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Thursday, June 17, 1993 - 9:30 AM  
Multnomah County Courthouse, Room 602

**REGULAR MEETING**

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

**CONSENT CALENDAR**

COMMISSIONER SALTZMAN ADVISED HE IS ON THE PORTLAND COMMUNITY COLLEGE BOARD AND REQUESTED THAT ITEMS C-1, C-2 AND C-24 BE MOVED TO THE REGULAR AGENDA SO HE MAY ABSTAIN FROM VOTING.

CHAIR MIGGINS ADVISED HE IS REMOVING C-7 FROM THE AGENDA PENDING COUNTY COUNSEL CLARIFICATION.

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER KELLEY, THE REMAINING CONSENT CALENDAR (ITEMS C-3 THROUGH C-6, C-8 THROUGH C-23 AND C-25 THROUGH C-34) WAS UNANIMOUSLY APPROVED.

**SHERIFF'S OFFICE**

C-3 Ratification of Intergovernmental Agreement Contract #800124, Between Multnomah County and Mt. Hood Community College, Providing ABE/GED Instruction Within the Multnomah County Correctional Facility and the Multnomah County Inverness Jail for Fiscal Year 93/94

C-4 Ratification of Intergovernmental Agreement Contract #800184, Between Multnomah County and the City of Gresham, Wherein the Sheriff's Office Will Conduct Background Checks on Purchasers of Weapons for Fiscal Year 93/94

**DEPARTMENT OF HEALTH**

C-5 Ratification of Intergovernmental Agreement Contract #200064, Between Multnomah County and Oregon Health Sciences University, Providing Dental Care for Up to 500 Low Income County Residents at the Russell Street Dental Center with Funds Provided by the Primary Care "330" Federal Grant for Fiscal Year 93/94

C-6 Ratification of Intergovernmental Agreement Contract #200264, Between Multnomah County and the City of Portland, Providing County Reimbursement for Monitoring and Controlling Rats within and Originating from the City's Wastewater Collection System for Fiscal Year 93/94

C-7 Ratification of Intergovernmental Agreement Contract #200274, Between Multnomah County and the Oregon Department of Human Resources, Office of Medical Assistance Programs, Providing County Reimbursement for Eligible Services Provided Under the "Babies First! Targeted Case Management Program"

**PULLED FROM AGENDA PENDING CLARIFICATION FROM COUNTY COUNSEL.**

C-8 Ratification of Intergovernmental Agreement Contract #200354, Between Multnomah County and the Oregon Department of Human Resources, Office of Medical Assistance Programs, Providing Reimbursement of HIV Targeted Case Management Program Services Provided by the County

C-9 Ratification of Intergovernmental Agreement Contract #201553, Between Multnomah County and the Oregon Department of Human Resources, Office of Medical Assistance Programs, Providing the County Health Department Direct Inquiry-Only Access to the OMAP Data System, for the Period Upon Execution through June 30, 1999

C-10 Ratification of Intergovernmental Agreement Contract #200284, Between Multnomah County and the Oregon Department of Education, Wherein the County Will Perform Evaluation of Food Preparation Facilities and Meal-Serving Sites Operating Under the U.S. Department of Agriculture Summer Food Service Program During the Summer of 1993

C-11 Ratification of Intergovernmental Agreement Contract #200374, Between Multnomah County and Clackamas County, Providing HIV Case Management Services for Persons with Disabling HIV Disease for Fiscal Year 93/94

C-12 Ratification of Intergovernmental Agreement Contract #200384, Between Multnomah County and Tillamook County, Providing HIV Case Management Services for Persons with Disabling HIV Disease for Fiscal Year 93/94

C-13 Ratification of Intergovernmental Agreement Contract #200394, Between Multnomah County and Clatsop County, Providing HIV Case Management Services for Persons with Disabling HIV Disease for Fiscal Year 93/94

C-14 Ratification of Intergovernmental Agreement Contract #200414, Between Multnomah County and the Oregon Health Division, Wherein the County Will Pay State to Provide Diagnostic Hepatitis Testing for County Clients and the State Will Not Charge for Screening (Prenatal and Refugee) and Communicable Disease (Food Handlers) for Fiscal Year 93/94

C-15 Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #200883, Between Multnomah County and the Oregon Health Division, Reflecting an Increase in Program Funding for Fiscal Year 92/93

NON-DEPARTMENTAL

- C-16 In the Matter of the Appointments of Bruce Greene, Jane Gordon and Michael Dehner to the MULTNOMAH COUNTY CITIZEN INVOLVEMENT COMMITTEE
- C-17 In the Matter of the Reappointments of Richard R. Harris and George Scherzer and the Appointment of Judy Homer to the MULTNOMAH COUNTY INVESTMENT ADVISORY BOARD

MANAGEMENT SUPPORT

- C-18 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #500782, Between Multnomah County and the State of Oregon, Regional Organized Crime Narcotics Agency (ROCN), Providing Civilian ROCN Employees the Opportunity to Continue Participation in the County's Self-Insured Group Health Plan for the 1993-94 Plan Year

DEPARTMENT OF SOCIAL SERVICES

- C-19 RESOLUTION in the Matter of Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

**RESOLUTION 93-223.**

- C-20 Ratification of Amendment No. 3 to Intergovernmental Agreement Contract #103512, Between Multnomah County and Oregon Senior and Disabled Services Division, Providing Funding for Aging Services Division Administration, Long Term Care and Contracted Community Services for Fiscal Year 92/93
- C-21 Ratification of Intergovernmental Agreement Contract #102284, Between Multnomah County and Oregon Senior and Disabled Services Division, Providing Funding for Aging Services Division Administration, Long Term Care and Contracted Community Services for Fiscal Year 93/94
- C-22 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #101883, Between Multnomah County and Washington County, Wherein Multnomah County Provides Housing and Supervision Services at the Juvenile Justice Division Facility for Washington County Youth Held in Detention, for the Period July 1, 1993 through September 30, 1993
- C-23 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #100023, Between Multnomah County and Clackamas County, Wherein Multnomah County Provides Housing and Supervision Services at the Juvenile Justice Division Facility for Clackamas County Youth Held in Detention, for the Period July 1, 1993 through September 30, 1993
- C-25 Ratification of Amendment No. 2 to Intergovernmental Agreement Contract #100153, Between Multnomah County and the City of Portland, Parks and Recreation, Providing

**Increased Funding for State Mandated Immunization of Staff of Developmental Disabilities Service Providers at Risk of Exposure to Hepatitis B, for the Period March 1, 1993 through June 30, 1993**

- C-26 **Ratification of Amendment No. 4 to Intergovernmental Agreement Contract #100123, Between Multnomah County and the Oregon Commission for the Blind, Providing Increased Funding for State Mandated Immunization of Staff of Developmental Disabilities Service Providers at Risk of Exposure to Hepatitis B, for the Period March 1, 1993 through June 30, 1993**

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-27 **ORDER in the Matter of the Execution of Deed D930895 Upon Complete Performance of a Contract to G. Simpson**

**ORDER 93-224.**

- C-28 **ORDER in the Matter of the Execution of Quitclaim Deed D930896 to Correct an Historical Error in Title Precipitated by Tax Foreclosure**

**ORDER 93-225.**

- C-29 **ORDER in the Matter of the Execution of Quitclaim Deed D930897 to Correct an Historical Error in Title Precipitated by Tax Foreclosure**

**ORDER 93-226.**

- C-30 **ORDER in the Matter of the Execution of Quitclaim Deed D930898 to Correct an Historical Error in Title Precipitated by Tax Foreclosure**

**ORDER 93-227.**

- C-31 **ORDER in the Matter of the Execution of Quitclaim Deed D930899 to Correct an Historical Error in Title Precipitated by Tax Foreclosure**

**ORDER 93-228.**

- C-32 **Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #3013087, Between Multnomah County and the City of Fairview, Wherein the County will Perform Certain Maintenance Functions on City Streets, for Fiscal Year 93/94**

- C-33 **Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #3012987, Between Multnomah County and the City of Troutdale, Wherein the County will Perform Certain Maintenance Functions on City Streets, for Fiscal Year 93/94**

- C-34 **Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #3012887, Between Multnomah County and**

the City of Wood Village, Wherein the County will Perform Certain Maintenance Functions on City Streets, for Fiscal Year 93/94

REGULAR AGENDA

NON-DEPARTMENTAL

- R-1 RESOLUTION in the Matter of Authorizing [Consolidated Cable Communications Commission] Filing of Rate Regulation Certification with Federal Communications Commission

CONSOLIDATED CABLE COMMISSION STAFF DAVID OLSON PRESENT. UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER KELLEY, RESOLUTION 93-229 UNANIMOUSLY APPROVED.

- R-2 RESOLUTION in the Matter of Implementing Recommendations for Improvement of Tax Title Policies

COMMISSIONER HANSEN MOVED AND COMMISSIONER COLLIER SECONDED, THAT R-2 BE CONTINUED TO THURSDAY, JUNE 24, 1993. COMMISSIONER COLLIER SUBMITTED AMENDMENTS TO THE PROPOSED RESOLUTION AND THANKED ASSISTANT COUNTY COUNSEL SANDRA DUFFY FOR HER QUICK REVIEW AND RESPONSE. VOTE ON MOTION UNANIMOUSLY APPROVED.

MANAGEMENT SUPPORT

- R-3 Emergency Management Division Budget Modification NOND #35 Requesting Authorization to Move Organization 6905 "Hazardous Spills Response" from the General Fund to the Federal/State Fund

COMMISSIONER HANSEN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-3. EXPLANATION FROM BUDGET OFFICER DAVE WARREN. VOTE ON MOTION UNANIMOUSLY APPROVED.

- R-4 Ratification of the 1992-95 Agreement Between Multnomah County, Oregon, the Multnomah County Sheriff, and Multnomah County Corrections Officers Association

COMMISSIONER KELLEY MOVED AND COMMISSIONER SALTZMAN SECONDED, APPROVAL OF R-4. COMMISSIONER COLLIER DISCLOSED POTENTIAL CONFLICT OF INTEREST IN THAT HER HUSBAND'S LAW FIRM REPRESENTS CORRECTIONS OFFICERS. EXPLANATION FROM LABOR RELATIONS STAFF DARRELL MURRAY. VOTE ON MOTION UNANIMOUSLY APPROVED.

- R-5 RESOLUTION in the Matter of the Making of an Election Under the County Corrections Officer Collective Bargaining Contract [Domestic Partner Insurance Coverage/Payment Election]

COMMISSIONER KELLEY MOVED AND COMMISSIONER

HANSEN SECONDED, APPROVAL OF R-5. COMMISSIONER COLLIER DISCLOSED POTENTIAL CONFLICT OF INTEREST IN THAT HER HUSBAND'S LAW FIRM REPRESENTS CORRECTIONS OFFICERS. EXPLANATION, RESPONSE TO QUESTIONS AND RECOMMENDATION FOR DENIAL FROM LABOR RELATIONS STAFF DARRELL MURRAY. BOARD COMMENTS IN SUPPORT OF DENIAL. VOTE ON MOTION UNANIMOUSLY FAILED.

R-6 First Reading of an ORDINANCE Amending Multnomah County Code Chapter 5.70, Business Income Tax; Creating Multnomah County Code Chapter 5.60, Multnomah County Business Income Tax Law; Providing for Administration and Collection and All Related Matters

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER SALTZMAN MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF THE FIRST READING.

PUBLIC TESTIMONY FROM STEPHEN WORKMAN, ROBERT STUTTE, BARBARA ADLER AND ROBERT BUTLER.

DISCUSSION AND RESPONSE TO BOARD QUESTIONS FROM LARRY KRESSEL, DAVE BOYER AND DENNIS NELSON.

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER COLLIER SECONDED, TO AMEND PROPOSED ORDINANCE TO INCLUDE "(H) CODE CONFORMITY AND CONSOLIDATION OF ADMINISTRATION WOULD PROVIDE FOR AN OVERALL REDUCTION OF ADMINISTRATIVE COST". COMMENTS FROM COMMISSIONERS HANSEN AND KELLEY. VOTE ON MOTION TO AMEND APPROVED, WITH COMMISSIONERS KELLEY, COLLIER, SALTZMAN AND MIGGINS VOTING AYE AND COMMISSIONER HANSEN VOTING NO.

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER COLLIER SECONDED, TO AMEND PROPOSED ORDINANCE TO CHANGE THE TAX RATE FROM 1.46 TO 1.45 IN 5.60.500 OF THE APPENDED CODE. COMMENTS FROM COMMISSIONERS HANSEN, MIGGINS, SALTZMAN AND COLLIER. VOTE ON MOTION TO AMEND APPROVED, WITH COMMISSIONERS KELLEY, COLLIER, SALTZMAN AND MIGGINS VOTING AYE AND COMMISSIONER HANSEN VOTING NO.

COMMISSIONER SALTZMAN THANKED COUNTY AND CITY STAFF FOR THEIR EFFORTS IN GETTING THE PROPOSED CONSOLIDATION UP AND RUNNING SIX MONTHS AHEAD OF PROPOSED TARGET DATE.

VOTE ON MOTION TO APPROVE FIRST READING OF R-6 AS AMENDED UNANIMOUSLY APPROVED. SECOND READING SCHEDULED FOR 9:30 AM, THURSDAY, JUNE 24, 1993.

R-7 RESOLUTION in the Matter of Consolidating Administration of the Multnomah County Business Income Tax and the Portland Business License Fee

DISCUSSION AND BOARD CONSENSUS TO SCHEDULE R-7 FOR THURSDAY, JUNE 24, 1993, FOLLOWING SECOND READING OF PROPOSED ORDINANCE.

DEPARTMENT OF ENVIRONMENTAL SERVICES

COMMISSIONER COLLIER SUBMITTED COPIES OF HER JUNE 14 MEMO AND MOVED TO PULL ITEMS R-8, R-10 AND R-12 FROM AGENDA IN ORDER TO SCHEDULE A BRIEFING ON ORDINANCE 560, ESTABLISH BOARD POLICY RELATING TO REPURCHASE PROCEDURES AND STANDARDS.

LARRY BAXTER RESPONSE TO BOARD QUESTIONS. COMMISSIONER HANSEN SUGGESTED HEARING PUBLIC TESTIMONY PRIOR TO VOTING ON MOTION. COMMISSIONER COLLIER ADVISED SHE HAS NO OBJECTION TO HEARING TESTIMONY AND EXPLAINED THE BOARD VIOLATED ORDINANCE 560 IN ITS JUNE 10, 1993 APPROVAL OF TWO REPURCHASE REQUESTS. CHAIR MIGGINS EXPRESSED CONCERN REGARDING LIABILITY ISSUES.

COMMISSIONERS COLLIER AND SALTZMAN WITHDREW MOTION TO PULL ITEMS R-8, R-10 AND R-12.

R-8 Request for Policy Direction in the Matter of a Request by Albina Ministerial Alliance to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Commonly Known as 73 NE STANTON STREET

COMMISSIONER HANSEN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL.

TESTIMONY IN SUPPORT OF REPURCHASE BY CORNETTA SMITH AND EILEEN BYRNES.

BOARD DISCUSSION AND COMMENTS. RESPONSE TO BOARD QUESTIONS FROM LARRY BAXTER AND BOB OBERST. MR. OBERST REPORTED THAT DEPARTMENT OF ENVIRONMENTAL SERVICES TASKFORCE RECOMMENDATIONS ADDRESSING MANY OF THE BOARD'S CONCERNS WOULD BE PRESENTED IN A BOARD BRIEFING SCHEDULED FOR TUESDAY, JULY 6, 1993.

BOARD COMMENTS AND DIRECTION TO COUNTY COUNSEL LARRY KRESSEL CONCERNING AMENDING ORDINANCE 560 AND PREPARING A PROPOSAL FOR UNANIMOUS CONSENT CONSIDERATION BY NEXT WEEK.

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER KELLEY, IT WAS UNANIMOUSLY APPROVED THAT R-8 BE SET OVER TO THURSDAY, JUNE 24, 1993.

Chair Miggins left the meeting and Vice-Chair Hansen presided.

R-9 Request for Policy Direction in the Matter of a Request by Richard A. Hopman to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 2031 NE 59TH AVENUE

COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL.

TESTIMONY IN SUPPORT OF REPURCHASE BY FORMER OWNER MELVIN CARY.

IN RESPONSE TO A QUESTION OF MR. KRESSEL, MR. CARY ADVISED THAT REQUEST TO REPURCHASE WAS SUBMITTED BY HOUSEMATE RICHARD HOPMAN ON MR. CARY'S BEHALF. MR. KRESSEL SUGGESTED THE BOARD DELAY DECISION PENDING FURTHER CLARIFICATION FROM TAX TITLE STAFF.

UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER KELLEY, IT WAS UNANIMOUSLY APPROVED THAT R-9 BE SET OVER TO THURSDAY, JUNE 24, 1993.

Chair Miggins returned and resumed presiding.

R-10 Request for Policy Direction in the Matter of a Request by Teen Challenge of Oregon to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 125 SE 11TH AVENUE

TESTIMONY AND SLIDE PRESENTATION IN SUPPORT OF REQUEST TO REPURCHASE BY JIM CATTRELL. MR. CATTRELL RESPONSE TO QUESTION OF COMMISSIONER HANSEN.

COMMISSIONER HANSEN MOVED AND COMMISSIONER SALTZMAN SECONDED, APPROVAL OF REPURCHASE, BASED ON FINDING THAT THE TWO PROPERTIES ARE INTER-CONNECTED AND THEREFORE PRIMARY.

MR. KRESSEL EXPLANATION IN RESPONSE TO QUESTION OF COMMISSIONER COLLIER AND SUGGESTION TO POSTPONE DECISION PENDING AMENDMENT TO ORDINANCE 560 WHICH COULD BE PREPARED FOR CONSIDERATION NEXT WEEK.

COMMISSIONERS HANSEN AND SALTZMAN WITHDREW MOTION TO APPROVE REPURCHASE. CHAIR MIGGINS ADVISED THIS WOULD BE PACKAGED WITH R-8 ON NEXT WEEK'S AGENDA.

R-11 Request for Policy Direction in the Matter of a Request by Michael James McCoun to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 4837 NE 33RD AVENUE

TESTIMONY IN SUPPORT OF REPURCHASE BY MICHAEL McCOUN. IN RESPONSE TO BOARD QUESTIONS, MR. McCOUN EXPLAINED HE IS NOT THE FORMER PROPERTY OWNER, BUT A FOUR YEAR RENTER AND THAT HE HAS LIVED IN RESIDENCE WITHOUT PAYING RENT SINCE MARCH, 1993.

COMMISSIONER COLLIER MOVED AND COMMISSIONER SALTZMAN SECONDED, APPROVAL OF AN EXCEPTION ALLOWING MR. McCOUN TO CONTINUE RESIDING IN THE RESIDENCE PENDING ITS SALE.

BOARD COMMENTS AND DISCUSSION. MR. KRESSEL EXPLAINED THE STATUTE ONLY ALLOWS FORMER OWNERS TO REPURCHASE PROPERTIES.

COMMISSIONERS COLLIER AND SALTZMAN WITHDREW MOTION TO APPROVE.

DEPUTY COUNTY COUNSEL JOHN DuBAY EXPLAINED LANDLORD TENANT LIABILITY ISSUES AND DISCUSSED FINDINGS PROCESS REQUESTED BY BOARD IN A PREVIOUS CASE.

BOARD COMMENTS, DISCUSSION AND COUNTY COUNSEL SUGGESTIONS.

MR. McCOUN REQUESTED THAT HE BE ALLOWED TO STAY IN THE RESIDENCE AND THAT THE BOARD ALLOW HIM AS FORMER RENTER FIRST OPTION ON PROPERTY PURCHASE.

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER KELLEY, IT WAS UNANIMOUSLY APPROVED THAT R-11 BE SET OVER TO THURSDAY, JUNE 24, 1993, DURING WHICH TIME TAX TITLE IS DIRECTED TO INSPECT PROPERTY AND REPORT TO BOARD.

R-12 Request for Policy Direction in the Matter of a Request by Janet Lee Maxwell to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 5812 NE 14TH AVENUE

COMMISSIONER COLLIER MOVED AND COMMISSIONER SALTZMAN SECONDED, ONE WEEK SET OVER.

TESTIMONY IN SUPPORT OF REPURCHASE BY JANET MAXWELL.

COMMISSIONER COLLIER REQUESTED CLARIFICATION OF TAX TITLE STAFF DENIAL. MR. KRESSEL DIRECTED TO RESEARCH BOARD OPTIONS.

VOTE ON MOTION TO SET R-12 OVER TO THURSDAY, JUNE 24, 1993 UNANIMOUSLY APPROVED.

DEPARTMENT OF HEALTH

R-13 Ratification of Intergovernmental Agreement Contract #200324, Between Multnomah County and Oregon Department of General Services, Providing Health Department Access to the State's Contract for Telephonic Language Interpretation (Language Line) Services Provided through AT&T

COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-13. TOM FRONK EXPLANATION. COMMISSIONER COLLIER REQUESTED DATA ON THE PROGRAM AFTER SIX MONTHS. IN RESPONSE TO QUESTION OF COMMISSIONER HANSEN, STAFF TO ADVISE WHETHER OTHER DEPARTMENTS CAN ACCESS LANGUAGE LINE SERVICES. VOTE ON MOTION UNANIMOUSLY APPROVED.

R-14 NOTICE OF INTENT Request for Approval for the Health Department, Corrections Division, to Apply for a \$540,000 Three Year "Tuberculosis: Prevention and Adherence Interventions" Grant from the National Center for Nursing Research

MR. FRONK EXPLANATION. UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER KELLEY, R-14 WAS UNANIMOUSLY APPROVED.

DEPARTMENT OF SOCIAL SERVICES

R-15 NOTICE OF INTENT Request for Approval for the Health Department, Mental Health, Youth and Family Services Division, to Apply for a \$3.5 Million Five Year "Project Target City" Grant from the Center for Substance Abuse Treatment

COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-15. NORMA JAEGER AND BILL WOOD EXPLANATION. BOARD COMMENTS. VOTE ON MOTION UNANIMOUSLY APPROVED.

COMMUNITY CORRECTIONS

R-16 NOTICE OF INTENT Request for Approval for the Department of Community Corrections, Diagnostic and Program Development Division, to Apply for a \$500,000 Per Year, Three to Five Year "Enhanced Drug Diversion Program" Grant from the U.S. Department of Health and Human Services

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, R-16 WAS UNANIMOUSLY APPROVED.

R-17 Ratification of Intergovernmental Agreement Contract #900453, Between Multnomah County and Portland Community College, Providing Literacy ABE/GED Instruction and Other Adult Education Services for Federally Funded Program, for the Period June 1, 1993 through June 30, 1993

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER COLLIER, R-17 WAS APPROVED, WITH COMMISSIONERS HANSEN, KELLEY, COLLIER AND MIGGINS VOTING AYE AND COMMISSIONER SALTZMAN ABSTAINING DUE TO HIS POSITION ON THE PORTLAND COMMUNITY COLLEGE BOARD.

- R-18 Ratification of Intergovernmental Agreement Contract #900014, Between Multnomah County and Portland Community College, Providing Literacy ABE/GED Instruction and Other Adult Education Services for Federally Funded Program, for Fiscal Year 93/94

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, R-18 WAS APPROVED, WITH COMMISSIONERS HANSEN, KELLEY, COLLIER AND MIGGINS VOTING AYE AND COMMISSIONER SALTZMAN ABSTAINING DUE TO HIS POSITION ON THE PORTLAND COMMUNITY COLLEGE BOARD.

SHERIFF'S OFFICE

- C-1 Ratification of Intergovernmental Agreement Contract #800104, Between Multnomah County and Portland Community College, Allowing for GED Testing for Inmates at Multnomah County Correctional Facilities and Providing Coordination with State Department of Education for Fiscal Year 93/94

UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER KELLEY, C-1 WAS APPROVED, WITH COMMISSIONERS HANSEN, KELLEY, COLLIER AND MIGGINS VOTING AYE AND COMMISSIONER SALTZMAN ABSTAINING DUE TO HIS POSITION ON THE PORTLAND COMMUNITY COLLEGE BOARD.

- C-2 Ratification of Intergovernmental Agreement Contract #800114, Between Multnomah County and Portland Community College, Providing ABE/GED Instruction Within the Multnomah County Detention Facility, Multnomah County Courthouse Jail and Multnomah County Restitution Center for Fiscal Year 93/94

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, C-2 WAS APPROVED, WITH COMMISSIONERS HANSEN, KELLEY, COLLIER AND MIGGINS VOTING AYE AND COMMISSIONER SALTZMAN ABSTAINING DUE TO HIS POSITION ON THE PORTLAND COMMUNITY COLLEGE BOARD.

DEPARTMENT OF SOCIAL SERVICES

- C-24 Ratification of Amendment No. 2 to Intergovernmental Agreement Contract #100143, Between Multnomah County and Portland Employment Project-PCC, Providing Increased Funding for State Mandated Immunization of Staff of Developmental Disabilities Service Providers at Risk of Exposure to Hepatitis B, for the Period March 1, 1993 through June 30, 1993

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, C-24 WAS APPROVED, WITH COMMISSIONERS HANSEN, KELLEY, COLLIER AND MIGGINS VOTING AYE AND COMMISSIONER SALTZMAN ABSTAINING DUE TO HIS POSITION ON THE PORTLAND COMMUNITY COLLEGE BOARD.

PUBLIC COMMENT

R-19 Opportunity for Public Comment on Non-Agenda Matters.  
Testimony Limited to Three Minutes Per Person.

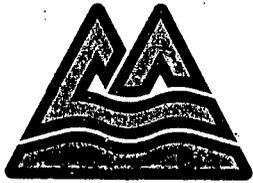
BOB BURNES OF SCAPPOOSE READ LETTER REQUESTING PROCEDURAL ASSISTANCE ON BEHALF OF MOORAGE TENANTS IN THE MATTER OF ROCKY POINT MARINA ZONING APPROVAL EFFORTS. CHAIR MIGGINS ADVISED HE WILL CONTACT COUNTY COUNSEL AND PLANNING STAFF AND GET BACK TO MR. BURNES VIA THE TENANT ASSOCIATION PRESIDENT.

BOARD COMMENTS AND DISCUSSION IN RESPONSE TO COMMISSIONER KELLEY'S REQUEST TO MOVE NON-AGENDA CITIZEN COMMENTS TO THE BEGINNING OF THE MEETING.

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

OFFICE OF THE BOARD CLERK  
for MULTNOMAH COUNTY, OREGON

By Deborah C. Coates



# MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS		
GLADYS McCOY •	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

JUNE 14 - 18, 1993

- Tuesday, June 15, 1993 - 1:30 PM - Board Briefing. . . . .Page 2
- Tuesday, June 15, 1993 - 2:00 PM - Public Hearing. . . . .Page 2
- Wednesday, June 16, 1993 - 7:30 AM - Joint Meeting . . . . .Page 2
- Thursday, June 17, 1993 - 9:30 AM - Regular Meeting. . . . .Page 3

Thursday Meetings of the Multnomah County Board of Commissioners are taped and can be seen at the following times:

- Thursday, 10:00 PM, Channel 11 for East and West side subscribers
- Thursday, 10:00 PM, Channel 49 for Columbia Cable (Vancouver) subscribers
- Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers
- Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

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.

Tuesday, June 15, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

BOARD BRIEFING

- B-1 Update on Community Based Dispute Resolution Programs Funded with Multnomah County's Portion of Oregon Dispute Resolution Commission Funds. Recommendation for Contract Renewals. Presented by Carolyn Marks Bax, Lisa Burke, Bob Donough and Anndy Wiselogle. 1:30 PM TIME CERTAIN, 30 MINUTES REQUESTED.
- 

Tuesday, June 15, 1993 - 2:00 PM

Multnomah County Courthouse, Room 602

PUBLIC HEARING

- PH-2 Pursuant to ORS 294.430(2), the Tax Supervising and Conservation Commission Will Meet to Discuss and Conduct a Public Hearing on the Multnomah County 1993-94 Budget. A Quorum of the Multnomah County Board of Commissioners Will be in Attendance.
- PH-3 Pursuant to ORS 294.430(2), the Tax Supervising and Conservation Commission Will Meet to Discuss and Conduct a Public Hearing on the Multnomah County Service District No. 1 - Dunthorpe-Riverdale and Multnomah County Service District No. 14 - Mid-County 1993-94 Budgets. A Quorum of the Multnomah County Board of Commissioners Will be in Attendance.
- 

Wednesday, June 16, 1993 - 7:30 AM

Portland Building, 1120 SW Fifth Avenue

14th Floor, Conference Room A

JOINT MEETING

- JM-4 Members of the Multnomah County Board of Commissioners and Multnomah County Library Board Will Meet to Discuss Issues Including Library Budget, County Board Expectations, Reference Line Charges, Utility Tax Versus Levy/General Obligation Bond, Entrepreneurial Initiatives Team, Citizen Budget Advisory Committee and Videos.
-

Thursday, June 17, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

CONSENT CALENDAR

JUSTICE SERVICES

SHERIFF'S OFFICE

- C-1 Ratification of Intergovernmental Agreement Contract #800104, Between Multnomah County and Portland Community College, Allowing for GED Testing for Inmates at Multnomah County Correctional Facilities and Providing Coordination with State Department of Education for Fiscal Year 93/94
- C-2 Ratification of Intergovernmental Agreement Contract #800114, Between Multnomah County and Portland Community College, Providing ABE/GED Instruction Within the Multnomah County Detention Facility, Multnomah County Courthouse Jail and Multnomah County Restitution Center for Fiscal Year 93/94
- C-3 Ratification of Intergovernmental Agreement Contract #800124, Between Multnomah County and Mt. Hood Community College, Providing ABE/GED Instruction Within the Multnomah County Correctional Facility and the Multnomah County Inverness Jail for Fiscal Year 93/94
- C-4 Ratification of Intergovernmental Agreement Contract #800184, Between Multnomah County and the City of Gresham, Wherein the Sheriff's Office Will Conduct Background Checks on Purchasers of Weapons for Fiscal Year 93/94

DEPARTMENT OF HEALTH

- C-5 Ratification of Intergovernmental Agreement Contract #200064, Between Multnomah County and Oregon Health Sciences University, Providing Dental Care for Up to 500 Low Income County Residents at the Russell Street Dental Center with Funds Provided by the Primary Care "330" Federal Grant for Fiscal Year 93/94
- C-6 Ratification of Intergovernmental Agreement Contract #200264, Between Multnomah County and the City of Portland, Providing County Reimbursement for Monitoring and Controlling Rats within and Originating from the City's Wastewater Collection System for Fiscal Year 93/94
- C-7 Ratification of Intergovernmental Agreement Contract #200274, Between Multnomah County and the Oregon Department of Human Resources, Office of Medical Assistance Programs, Providing County Reimbursement for Eligible Services Provided Under the "Babies First! Targeted Case Management Program"

- C-8 Ratification of Intergovernmental Agreement Contract #200354, Between Multnomah County and the Oregon Department of Human Resources, Office of Medical Assistance Programs, Providing Reimbursement of HIV Targeted Case Management Program Services Provided by the County
- C-9 Ratification of Intergovernmental Agreement Contract #201553, Between Multnomah County and the Oregon Department of Human Resources, Office of Medical Assistance Programs, Providing the County Health Department Direct Inquiry-Only Access to the OMAP Data System, for the Period Upon Execution through June 30, 1999
- C-10 Ratification of Intergovernmental Agreement Contract #200284, Between Multnomah County and the Oregon Department of Education, Wherein the County Will Perform Evaluation of Food Preparation Facilities and Meal-Serving Sites Operating Under the U.S. Department of Agriculture Summer Food Service Program During the Summer of 1993
- C-11 Ratification of Intergovernmental Agreement Contract #200374, Between Multnomah County and Clackamas County, Providing HIV Case Management Services for Persons with Disabling HIV Disease for Fiscal Year 93/94
- C-12 Ratification of Intergovernmental Agreement Contract #200384, Between Multnomah County and Tillamook County, Providing HIV Case Management Services for Persons with Disabling HIV Disease for Fiscal Year 93/94
- C-13 Ratification of Intergovernmental Agreement Contract #200394, Between Multnomah County and Clatsop County, Providing HIV Case Management Services for Persons with Disabling HIV Disease for Fiscal Year 93/94
- C-14 Ratification of Intergovernmental Agreement Contract #200414, Between Multnomah County and the Oregon Health Division, Wherein the County Will Pay State to Provide Diagnostic Hepatitis Testing for County Clients and the State Will Not Charge for Screening (Prenatal and Refugee) and Communicable Disease (Food Handlers) for Fiscal Year 93/94
- C-15 Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #200883, Between Multnomah County and the Oregon Health Division, Reflecting an Increase in Program Funding for Fiscal Year 92/93

NON-DEPARTMENTAL

- C-16 In the Matter of the Appointments of Bruce Greene, Jane Gordon and Michael Dehner to the MULTNOMAH COUNTY CITIZEN INVOLVEMENT COMMITTEE
- C-17 In the Matter of the Reappointments of Richard R. Harris and George Scherzer and the Appointment of Judy Homer to the MULTNOMAH COUNTY INVESTMENT ADVISORY BOARD

MANAGEMENT SUPPORT

- C-18 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #500782, Between Multnomah County and the State of Oregon, Regional Organized Crime Narcotics Agency (ROCN), Providing Civilian ROCN Employees the Opportunity to Continue Participation in the County's Self-Insured Group Health Plan for the 1993-94 Plan Year

DEPARTMENT OF SOCIAL SERVICES

- C-19 RESOLUTION in the Matter of Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody
- C-20 Ratification of Amendment No. 3 to Intergovernmental Agreement Contract #103512, Between Multnomah County and Oregon Senior and Disabled Services Division, Providing Funding for Aging Services Division Administration, Long Term Care and Contracted Community Services for Fiscal Year 92/93
- C-21 Ratification of Intergovernmental Agreement Contract #102284, Between Multnomah County and Oregon Senior and Disabled Services Division, Providing Funding for Aging Services Division Administration, Long Term Care and Contracted Community Services for Fiscal Year 93/94
- C-22 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #101883, Between Multnomah County and Washington County, Wherein Multnomah County Provides Housing and Supervision Services at the Juvenile Justice Division Facility for Washington County Youth Held in Detention, for the Period July 1, 1993 through September 30, 1993
- C-23 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #100023, Between Multnomah County and Clackamas County, Wherein Multnomah County Provides Housing and Supervision Services at the Juvenile Justice Division Facility for Clackamas County Youth Held in Detention, for the Period July 1, 1993 through September 30, 1993
- C-24 Ratification of Amendment No. 2 to Intergovernmental Agreement Contract #100143, Between Multnomah County and Portland Employment Project-PCC, Providing Increased Funding for State Mandated Immunization of Staff of Developmental Disabilities Service Providers at Risk of Exposure to Hepatitis B, for the Period March 1, 1993 through June 30, 1993
- C-25 Ratification of Amendment No. 2 to Intergovernmental Agreement Contract #100143, Between Multnomah County and the City of Portland, Parks and Recreation, Providing Increased Funding for State Mandated Immunization of Staff of Developmental Disabilities Service Providers at Risk of Exposure to Hepatitis B, for the Period March 1, 1993 through June 30, 1993

C-26 Ratification of Amendment No. 4 to Intergovernmental Agreement Contract #100123, Between Multnomah County and the Oregon Commission for the Blind, Providing Increased Funding for State Mandated Immunization of Staff of Developmental Disabilities Service Providers at Risk of Exposure to Hepatitis B, for the Period March 1, 1993 through June 30, 1993

DEPARTMENT OF ENVIRONMENTAL SERVICES

C-27 ORDER in the Matter of the Execution of Deed D930895 Upon Complete Performance of a Contract to G. Simpson

C-28 ORDER in the Matter of the Execution of Quitclaim Deed D930896 to Correct an Historical Error in Title Precipitated by Tax Foreclosure

C-29 ORDER in the Matter of the Execution of Quitclaim Deed D930897 to Correct an Historical Error in Title Precipitated by Tax Foreclosure

C-30 ORDER in the Matter of the Execution of Quitclaim Deed D930898 to Correct an Historical Error in Title Precipitated by Tax Foreclosure

C-31 ORDER in the Matter of the Execution of Quitclaim Deed D930899 to Correct an Historical Error in Title Precipitated by Tax Foreclosure

C-32 Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #3013087, Between Multnomah County and the City of Fairview, Wherein the County will Perform Certain Maintenance Functions on City Streets, for Fiscal Year 93/94

C-33 Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #3012987, Between Multnomah County and the City of Troutdale, Wherein the County will Perform Certain Maintenance Functions on City Streets, for Fiscal Year 93/94

C-34 Ratification of Amendment No. 6 to Intergovernmental Agreement Contract #3012887, Between Multnomah County and the City of Wood Village, Wherein the County will Perform Certain Maintenance Functions on City Streets, for Fiscal Year 93/94

REGULAR AGENDA

NON-DEPARTMENTAL

R-1 RESOLUTION in the Matter of Authorizing [Consolidated Cable Communications Commission] Filing of Rate Regulation Certification with Federal Communications Commission

R-2 RESOLUTION in the Matter of Implementing Recommendations for Improvement of Tax Title Policies

MANAGEMENT SUPPORT

- R-3 Emergency Management Division Budget Modification NOND #35 Requesting Authorization to Move Organization 6905 "Hazardous Spills Response" from the General Fund to the Federal/State Fund
- R-4 Ratification of the 1992-95 Agreement Between Multnomah County, Oregon, the Multnomah County Sheriff, and Multnomah County Corrections Officers Association
- R-5 RESOLUTION in the Matter of the Making of an Election Under the County Corrections Officer Collective Bargaining Contract [Domestic Partner Insurance Coverage/Payment Election]
- R-6 First Reading of an ORDINANCE Amending Multnomah County Code Chapter 5.70, Business Income Tax; Creating Multnomah County Code Chapter 5.60, Multnomah County Business Income Tax Law; Providing for Administration and Collection and All Related Matters
- R-7 RESOLUTION in the Matter of Consolidating Administration of the Multnomah County Business Income Tax and the Portland Business License Fee

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-8 Request for Policy Direction in the Matter of a Request by Albina Ministerial Alliance to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Commonly Known as 73 NE STANTON STREET
- R-9 Request for Policy Direction in the Matter of a Request by Richard A. Hopman to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 2031 NE 59TH AVENUE
- R-10 Request for Policy Direction in the Matter of a Request by Teen Challenge of Oregon to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 125 SE 11TH AVENUE
- R-11 Request for Policy Direction in the Matter of a Request by Michael James McCoun to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 4837 NE 33RD AVENUE
- R-12 Request for Policy Direction in the Matter of a Request by Janet Lee Maxwell to Repurchase Certain Tax Foreclosed Property Deeded to Multnomah County Located at 5812 NE 14TH AVENUE

DEPARTMENT OF HEALTH

- R-13 Ratification of Intergovernmental Agreement Contract #200324, Between Multnomah County and Oregon Department of General Services, Providing Health Department Access to the

State's Contract for Telephonic Language Interpretation  
(Language Line) Services Provided through AT&T

- R-14 NOTICE OF INTENT Request for Approval for the Health Department, Corrections Division, to Apply for a \$540,000 Three Year "Tuberculosis: Prevention and Adherence Interventions" Grant from the National Center for Nursing Research

DEPARTMENT OF SOCIAL SERVICES

- R-15 NOTICE OF INTENT Request for Approval for the Health Department, Mental Health, Youth and Family Services Division, to Apply for a \$3.5 Million Five Year "Project Target City" Grant from the Center for Substance Abuse Treatment

JUSTICE SERVICES

COMMUNITY CORRECTIONS

- R-16 NOTICE OF INTENT Request for Approval for the Department of Community Corrections, Diagnostic and Program Development Division, to Apply for a \$500,000 Per Year, Three to Five Year "Enhanced Drug Diversion Program" Grant from the U.S. Department of Health and Human Services
- R-17 Ratification of Intergovernmental Agreement Contract #900453, Between Multnomah County and Portland Community College, Providing Literacy ABE/GED Instruction and Other Adult Education Services for Federally Funded Program, for the Period June 1, 1993 through June 30, 1993
- R-18 Ratification of Intergovernmental Agreement Contract #900014, Between Multnomah County and Portland Community College, Providing Literacy ABE/GED Instruction and Other Adult Education Services for Federally Funded Program, for Fiscal Year 93/94

PUBLIC COMMENT

- R-19 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.

MEETING DATE: JUN 16 1993

AGENDA NO: JM-4

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Joint Meeting of the BCC and the Library Board

AGENDA REVIEW/  
BOARD BRIEFING      Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING:      Date Requested: June 16, 1993

Amount of Time Needed: 7:30a.m. - 9:00a.m.

DEPARTMENT: Library      DIVISION: \_\_\_\_\_

CONTACT: Carol Kelsey      TELEPHONE #: 248-5217

BLDG/ROOM #: 106/1500

PERSON(S) MAKING PRESENTATION: Tanya Collier, Liaison Commissioner

**ACTION REQUESTED:**

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

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

To explore ways to work together more effectively. See attached.

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 25 AM 9:28  
MULTNOMAH COUNTY  
OREGON

**SIGNATURES REQUIRED:**

ELECTED OFFICIAL: *Lamp / CR*

OR

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

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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

TANYA COLLIER  
Multnomah County Commissioner  
District 3



1120 SW Fifth St., Suite 1500  
Portland, OR 97204  
(503) 248-5217

## MEMORANDUM

TO: Library Board Members  
Board of County Commissioners  
Board Clerk

FROM: Tanya Collier, Library Liaison Commissioner

DATE: May 24, 1993

SUBJECT: Joint Meeting

This memo is to request a Joint Meeting of the Library Board members and the Board of County Commissioners. I have requested this joint meeting because it is very important that a positive, proactive working relationship exist between all of us. It is my hope that a joint meeting will help us move toward mutual understanding.

The following is a list of ongoing issues that have a diversity of opinion and appear to be blocking healthy working relationships between the Library Board and the Board of County Commissioners.

- Board of County Commissioners expectations
- Board of County Commissioners exploration of Reference Line charges
- Utility Tax vs. Levy / General Obligation Bond
- The impression that the Library has fared less well under Multnomah County
- Entrepreneurial Initiatives Team
- Budget
- Need for a CBAC (Citizens Budget Advisory Committee)
- Videos

This list is by no means written in stone or limited. If you have suggestions or comments, please feel free to call me at 248-5217.

WHEN: June 16, 1993

WHERE: Conference Room A, 14th Floor of the Portland Building

TIME: 7:30 a.m. - 9:00 a.m.

PURPOSE: To explore ways to work together more effectively.

Thanks.

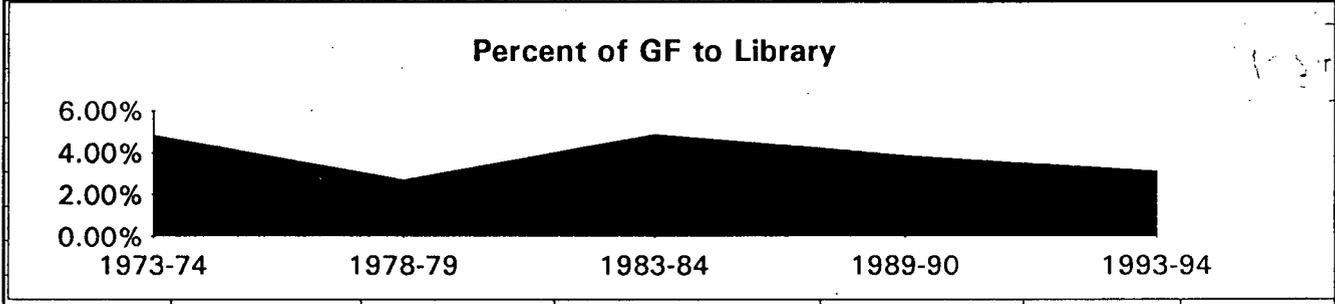
BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 24 PM 4:47  
MULTNOMAH COUNTY  
OREGON

COMPARISON OF LIBRARY BUDGETS

(As an independent agency (1989-90) and as a County Agency (1993-4))

	1989-90 Budget	1989-90 + Inflation	1993-94 Budget
<b>Revenues</b>			
Levy \$	8,165,500	9,082,713	10,016,760
Other	615,000	684,082	3,647,553
GF Support	5,230,286	5,817,793	4,726,663
(% of GF)	3.86%		3.11%
<b>TOTAL</b>	<b>14,010,786</b>	<b>15,584,587</b>	<b>18,390,976</b>
<b>Spending</b>			
Personal Svcs	7,392,459	8,222,838	12,687,998
Books/Materials	1,653,856	1,839,630	2,420,000
Other M&S	2,411,471	2,682,346	3,098,107
Capital	2,100,000	2,335,888	139,760
<b>Total</b>	<b>13,557,786</b>	<b>15,080,702</b>	<b>18,345,865</b>
<b>FTE</b>	<b>307</b>		<b>319</b>
<b>Branch Hours Open</b>			
Albina	31		25
Belmont	39		27
Capitol Hills	39		27
Gregory Heights	39		27
Gresham	48		48
Hillsdale	48		37
Holgate	39		28
Hollywood	48		37
Midland	48		37
North Portland	48		37
Rockwood	39		27
St. Johns	39		27
Sellwood-Moreland	31		25
Woodstock	39		27
<b>Subtotal</b>	<b>575</b>		<b>434</b>
<b>CENTRAL</b>	<b>63</b>		<b>60</b>
<b>Total</b>	<b>638</b>		<b>494</b>

Fiscal Year	Levy Amount	GF Support	Total GF	% of GF to Library
1973-74		3,018,000	62,223,492	4.85%
1978-79	2,143,698	2,063,000	76,485,145	2.70%
1983-84	650,000	3,999,000	81,987,843	4.88%
1989-90	8,165,500	5,230,286	135,526,847	3.86%
1993-94	10,016,760	4,726,663	151,840,580	3.11%





1 services suitable to persons of all ages.

2 SECTION 2. LIBRARY BOARD

3 (A) The Multnomah County Library Board is hereby  
4 created. The board shall consist of 15 members  
5 to be appointed by the Chair subject to approval  
6 by the Board of County Commissioners.

7 (B) The term of office of the board members shall be  
8 4 years and their terms shall commence on July 1  
9 in the year of their appointment. Of the first  
10 15 board members appointed, 3 members shall  
11 initially hold office for 1 year, 4 for 2 years,  
12 4 for 3 years and 4 for 4 years. The County  
13 Chair shall designate the initial individual  
14 terms. At the expiration of the term of any  
15 members of the board, the Chair shall appoint a  
16 new member or may reappoint a member for the term  
17 of 4 years, subject to Board of County  
18 Commissioners approval. If a vacancy occurs  
19 during a term of office, the Chair shall appoint  
20 a new member for the unexpired term, subject to  
21 Board of County Commissioners approval. No  
22 person shall hold appointment as a member for  
23 more than 2 full consecutive terms, but any  
24 person may be appointed again to the board after  
25 an interval of 1 year.

1 (C) Members of the board shall receive no  
2 compensation for their services, but may be  
3 reimbursed for expenses incurred in the  
4 performance of their duties.

5 SECTION 3. BOARD ORGANIZATION

6 (A) The Library Board shall elect a chairperson from  
7 its members.

8 (B) The Library Director shall keep the record of the  
9 board's actions.

10 (C) The board may establish and amend rules for its  
11 procedure consistent with the laws of the State  
12 of Oregon and with the charter, ordinances,  
13 resolutions, and regulations of Multnomah County.

14 (D) The board shall meet at least six times each year  
15 and at such other times as it decides.

16 SECTION 4. LIBRARY BOARD MISSION

17 The Library Board shall promote excellence in library  
18 services and be advocates for a strong and visible library  
19 system. To that end, the board shall actively respond to the  
20 community's changing needs through comprehensive and  
21 visionary planning and uphold the principles of intellectual  
22 freedom and accessible library services for all residents.

23 SECTION 5. LIBRARY BOARD GENERAL POWERS

24 The Library Board shall be an advisory board and shall  
25 have no executive or administrative powers or authority, and  
26 this Ordinance shall not be construed as depriving elected or

1 appointed officials of the County of any power they may have  
2 under the laws of the State or the Charter of the County.

3 The board shall have powers and duties as follows:

4 (A) The Library Board, in coordination with the  
5 Library Director, shall undertake long-range  
6 planning for library services and make  
7 appropriate recommendations to the Board of  
8 County Commissioners. Long-range plans shall  
9 address service needs, budget priorities, stable  
10 public funding, and capital improvements, and  
11 shall be consistent with County, regional, State  
12 and national goals for libraries.

13 (B) The Library Board shall serve as the department's  
14 citizen budget advisory committee,  
15 notwithstanding MCC 2.30.640(G)(3).

16 (C) The Library Board shall actively seek library  
17 funding for materials, capital improvements and  
18 services which County funding, alone, cannot  
19 provide. Furthermore, the Board shall facilitate  
20 the donation of real or personal property or  
21 funds to the Library under Section 6 of this  
22 Ordinance and make recommendations for the  
23 acceptance, use, or expenditure of any real or  
24 personal property or funds so donated.

25 (D) The Library Board shall, upon the request of the  
26 Library Director, respond to concerns about items

1 that are a part of the Library's collection of  
2 books and other library materials as well as  
3 concerns about the Library's materials selection  
4 policy. The Library Director has authority and  
5 reponsibility for the Library's collection of  
6 books and other library materials.

7 (E) The Library Board may advise the County Chair in  
8 the selection of a Library Director.

9 (F) The Library Board may, at the request of the  
10 Library Director, review library policies and  
11 programs for which public comment is appropriate.

12 (G) The Library Board shall review the annual report  
13 of the Library Director to the State Library and  
14 to the Board of County Commissioners.

15 SECTION 6. ACCEPTANCE OF GIFTS FOR LIBRARY PURPOSES

16 Gifts of any real or personal property or funds  
17 donated to the Library and accepted by the Board of County  
18 Commissioners shall be administered in accordance with each  
19 gift's terms, if any, and all property or funds shall be held  
20 in the name of Multnomah County.

PAGE 5, LINE 21 THROUGH PAGE 9, LINE 11, PERTAIN TO  
INTERNAL ADMINISTRATIVE POLICIES AND PROCEDURES.

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Page

SECTION 12. OPERATIVE DATE

Sections 1 and 3 through 8 of this Ordinance shall first be operative July 1, 1990.

SECTION 13.

Sections 1 to 8 and 10 and 11 are added to and made a part of MCC Chapter 2.30.

ADOPTED this 17th day of May, 1990, being the date of its second reading before the Board of County Commissioners of Multnomah County.



By Gladys McCoy  
Gladys McCoy  
Multnomah County, Oregon

LAURENCE KRESSEL, COUNTY COUNSEL

By John L. Tibbitts

# The next chapter.

**DRAFT**  
October 12, 1989

Multnomah County Library  
Long-Range Plan  
1990-1993



## **MISSION STATEMENT MULTNOMAH COUNTY LIBRARY**

**The Multnomah County Library serves the people of Multnomah County by providing books and other materials to meet their informational, educational, cultural and recreational needs. The library upholds the principles of intellectual freedom and the public's right to know by providing people of all ages with access and guidance to information and collections that reflect all points of view.**

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# THE NEXT CHAPTER MULTNOMAH COUNTY LIBRARY LONG-RANGE PLAN

1990 - 1993

## INTRODUCTION

In the fall of 1986, the Multnomah County Library published its first long-range plan entitled **We're Starting a New Chapter**. Designed "as a living, changing PLAN," the document encouraged the library to "seize its future," to view it "as an opportunity rather than reacting to events and retreating into the past." Regular evaluation, assessment and realignment were built into the plan.

Now, three years later, Multnomah County Library staff have taken another look at the communities the library serves. New demographic data has been collected and analyzed. It is time to once again review where the library has been and where it needs to go in order to best serve the always changing needs of the general community. This document, **The Next Chapter**, builds on the mission and goals of the earlier plan, once again asserting the library's commitment to excellence.

## COMMUNITY HISTORY

In the early days of 1845, metropolitan Portland consisted of 16 blocks platted along the Willamette River. The city prospered because it was the farthest point up river to which oceangoing ships could travel year-round and because it rested at one end of a low-grade pass through the hills to the farming areas of the Tualatin Valley (now Canyon Road).

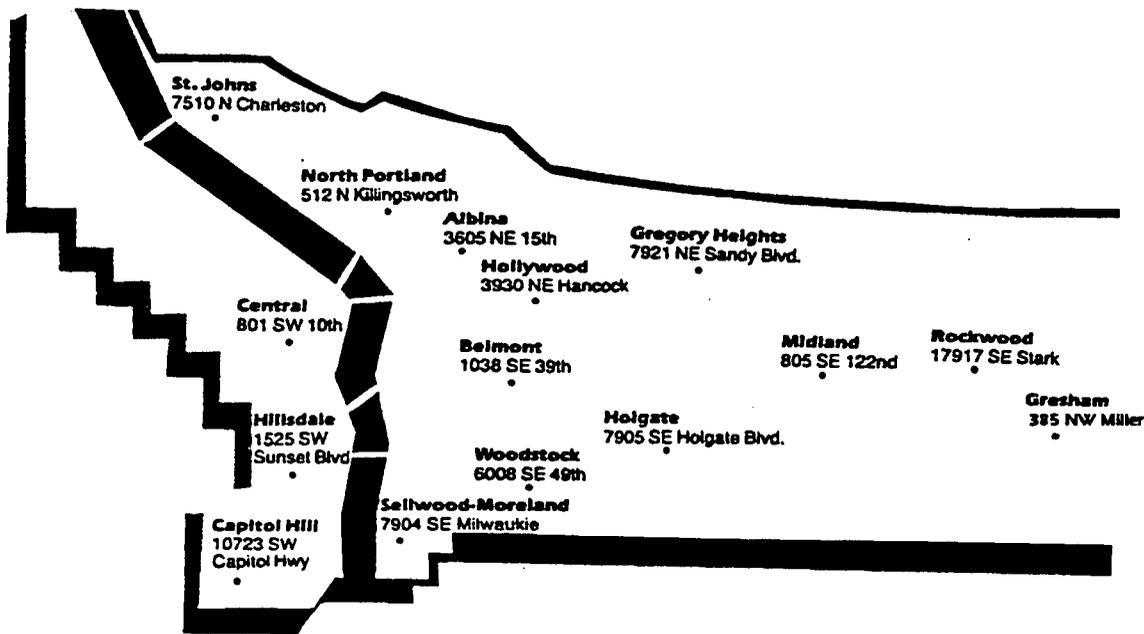
The city was incorporated in 1851 and by 1858, boasted a population of 2,000 with more than 100 stores to serve the surrounding territory. Portland's library, founded by a small group of citizens in 1864, was funded on a subscription basis. The city's population at this time totaled about 5,000.

Today, the population of the Portland metropolitan area (SMSA) is approximately 1,350,000. As Oregon's cultural, financial, manufacturing and trading center, the area includes portions of Clackamas, Multnomah, and Washington counties in

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Oregon, as well as Clark County in the state of Washington. The community, the largest in Oregon, is primarily urban. Multnomah County Library, the oldest and largest public library system in the state, has served and continues to serve as a major resource library for the entire area.

## Multnomah County Library Locations



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Before the 1986 long-range plan was written, six major community studies (conducted between 1981 and 1986) generated much public interest in the Library. The first plan, **We're Starting a New Chapter**, thus reflected the goals and key recommendations of the studies as well as the work of the 1985-1986 citizens' Long-Range Planning Committee appointed by the board of directors of the Library Association of Portland.

The Long-Range Planning Committee developed the first wide-scale comprehensive plan for library services in Multnomah County, a plan intended as a guide for budgeting and for allocation of human resources. The plan, the committee said, would be "likely to lead to a series of more specific developmental programs." Periodic evaluation and subsequent delineation of specific objectives for future years would be desirable and necessary.

Early in 1988, library staff reviewed the steps in the public library planning process outlined by the American Library Association (**Planning and Role Setting for Public Libraries**, ALA, Chicago, 1987). As part of the role setting process:

- All public service and other interested staff participated to more clearly define what each library is trying to do and whom it is trying to serve. The Friends of the Library and other groups also participated in this process in order to more specifically determine where to channel library resources and where to direct the bulk of staff energies. Results of these meetings are summarized in the next section of this plan, "Library History, Mission and Roles."
- Staff members in all branches and the Central Library gathered and studied the most recent statistical information about the communities each library serves. For each library agency, they also analyzed a three-year sampling of data regarding the use of library materials and other resources. The system wide data gathered in the study of use of library materials and services is summarized in Appendix A. This update to the long-range plan is based on this data, which takes into consideration the changing needs of the various library communities.
- With the help of Portland State University's Center for Population Research and Census, staff gathered and analyzed demographic information (population, housing units, employment, education, family income, school enrollment and occupations, etc.) for Multnomah County as a whole and for the service area of each library agency. Projections for future changes were made based on these demographic studies. Changes in services outlined in **The Next Chapter** were based in part on these projections.
- Four local marketing professionals conducted seven focus group

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sessions (three to 15 library users and non-users who discussed issues introduced by a skilled discussion leader). The focus group participants offered their views about four library service areas: service to East Multnomah County residents, service to children, service to citizens over the age of 55 and service to business and leadership groups. Appendix B contains a summary of the focus group recommendations. The recommendations have been incorporated into this updated long-range plan.

- Staff members completed 345 telephone interviews with Multnomah County residents to get more accurate information about what residents are thinking about the library. Information gathered through the interviews was compiled, tabulated and analyzed by Marketing Decisions Corporation and major recommendations made by respondents were incorporated into the updated plan. A summary of the telephone survey is shown in Appendix C.

- Based on statistics from the past six years, library staff made three-year projections of circulation, reference, staffing and operating budget increases.

- After the first draft of the update to the long-range plan was written in August 1989, 15 public meetings were held — one at Central and one at each branch library — to gather additional public comments and ideas about the plan. In addition, written comments were gathered through the distribution of flyers at each library agency. Comments are summarized in Appendix D. **The Next Chapter** was revised and updated in October 1989 as a result of these public comments, concerns, and ideas.

**The Next Chapter**, the 1990-1993 work plan, is based on information gathered during this 20-month planning process.

# **LIBRARY HISTORY, MISSION AND ROLES**

The Multnomah County Library system dates its existence from February 1864 when a small group of citizens met to establish a private subscription library and reading room in Portland. These citizens formed the Library Association of Portland to govern and manage the library. On March 10, 1902, the Library Association of Portland made available its resources, which now also included an important and substantial collection of books from early pioneer merchant John Wilson, to the public. In 1911, Multnomah County agreed to pay the operating expenses of the library from tax revenue, an arrangement that continues to this day.

In recent years, questions have arisen about operating the library system with tax revenues furnished to a private, non-profit organization not under the control of elected public officials. Noting the more than 75 years of cooperation between Multnomah County and the Library Association as one of the most significant services in our community, we have sought to preserve the values of public-private cooperation while creating a new organization directly accountable to the elected Board of County Commissioners.

The Multnomah County Public Library Trust has been appointed by the County Executive and confirmed by the Board of County Commissioners. This is a new, non-profit corporation that will shortly undertake policy direction for the library system. Management and staff will continue as in the past, but policies will be developed under the requirements of Oregon's open meetings and open records laws, with increased opportunity for public participation in the decisions that affect one of our best and most important community institutions.

The library's mission statement, adopted by the Library Association of Portland in 1985, insures that "The Multnomah County Library serves the people of Multnomah County by providing books and other materials to meet their informational, educational, cultural and recreational needs. The library upholds the principles of intellectual freedom and the public's right to know by providing people of all ages with access and guidance to information and collections that reflect all points of view."

Within the geographical area served by the library are groups and individuals with widely separate and diverse interests, backgrounds, ethnic and cultural heritages, social values, educational levels, and reading abilities. The diversity of community interests requires a wide range of subjects and the presentation of multiple points of view varying in treatment from the simple to the complex.

Because funds are limited, no library can be all things to all people. Increasingly, staff members have become aware that the library cannot completely meet the public's rising expectations in every area of library service. To more clearly define the most appropriate roles and activities for each library (in order to channel and

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make better use of available resources), the planning guidelines outlined in the American Library Association's **Planning and Role Setting for Public Libraries** (ALA, Chicago, 1987) were followed. The staff, Friends of the Library, focus groups and other Multnomah County Library residents (both patrons of the library and non-library users) participated in the process for Multnomah County's branches and Central Library.

Analysis of the results of the role setting process showed that the most appropriate function of Multnomah County's 14 branch libraries and outreach services is to maintain collections that reflect the interests and concerns of the communities they serve. Specific roles of branch libraries, as defined by the American Library Association, are those of:

- "Popular Materials Library," providing a wide variety of current and classic high-demand, high-interest materials — both fiction and non-fiction — in book and non-book formats for persons of all ages.
- "Preschoolers' Door to Learning," encouraging young children to develop an interest in reading and learning through services for children, and for parents and children together.

The communities served by the branch libraries and outreach agencies vary, and materials and services provided at each facility are chosen to reflect the needs of each community.

Because of its long history and the scope and depth of its collections, Central Library's roles differ from those of the branches. The Central Library's primary role is that of:

- "Reference Library," providing timely, accurate and useful information for community residents and serving as the in-depth reference, resource and referral center for the library system.
- Central Library also serves as a major urban resource library for the entire Portland metropolitan area.
- Other very important roles for the Central Library are those of "Popular Materials Library" and "Preschoolers' Door to Learning."

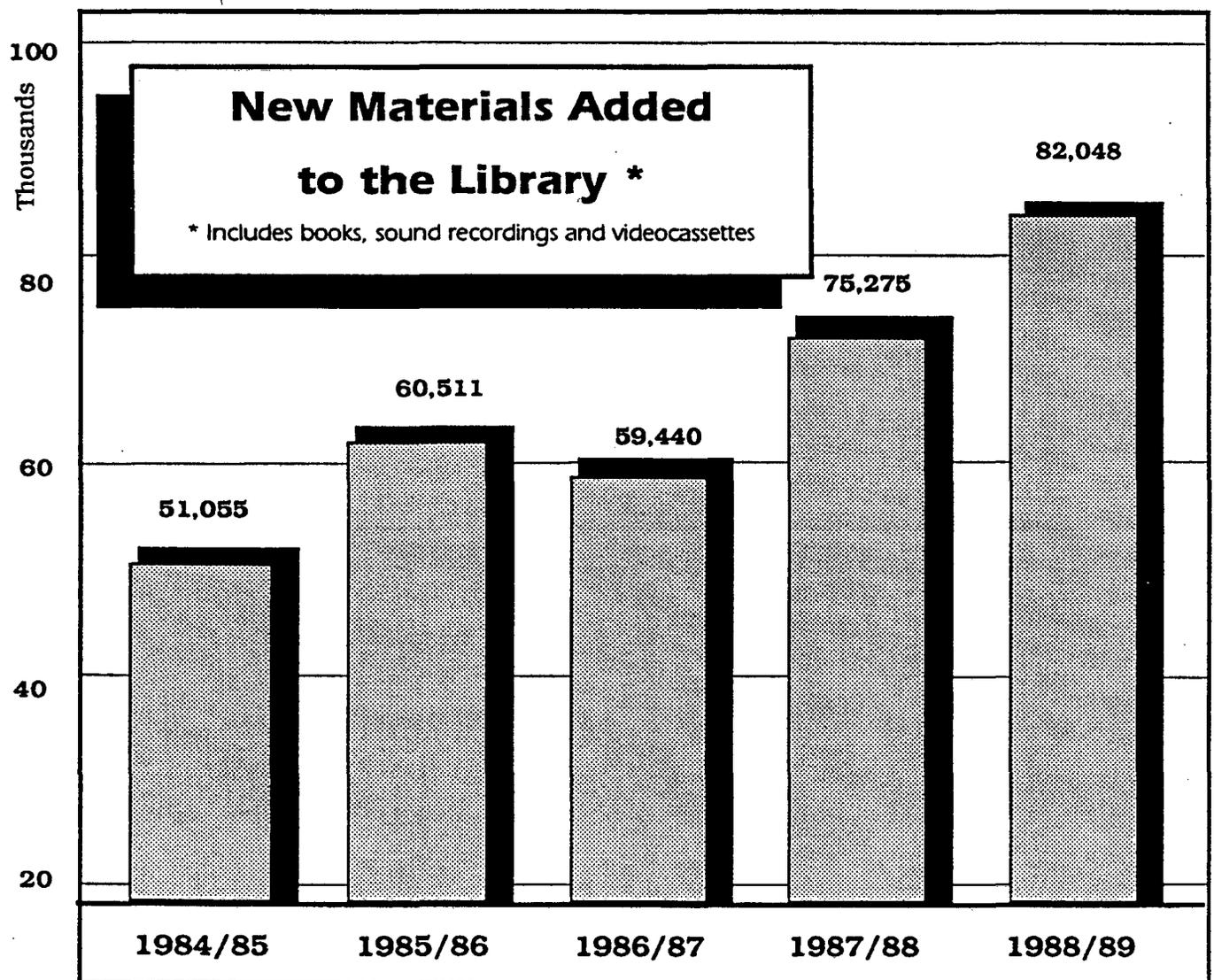
# PROGRESS REPORT/ACHIEVEMENTS TO DATE

**We're Starting a New Chapter**, the library's first long-range plan, outlined eight major goals for the library, stressing that a careful analysis of accomplishments be undertaken annually. These should be the foundation for writing appropriate goals for the future. Highlights of accomplishments toward achieving the vision of the future outlined in the long-range plan are:

## ● IMPROVING THE LIBRARY'S COLLECTION OF MATERIALS:

A greater percentage of the operating budget was dedicated to buying library materials.

The larger materials budget meant that 35 percent more books, recordings and videos could be purchased.



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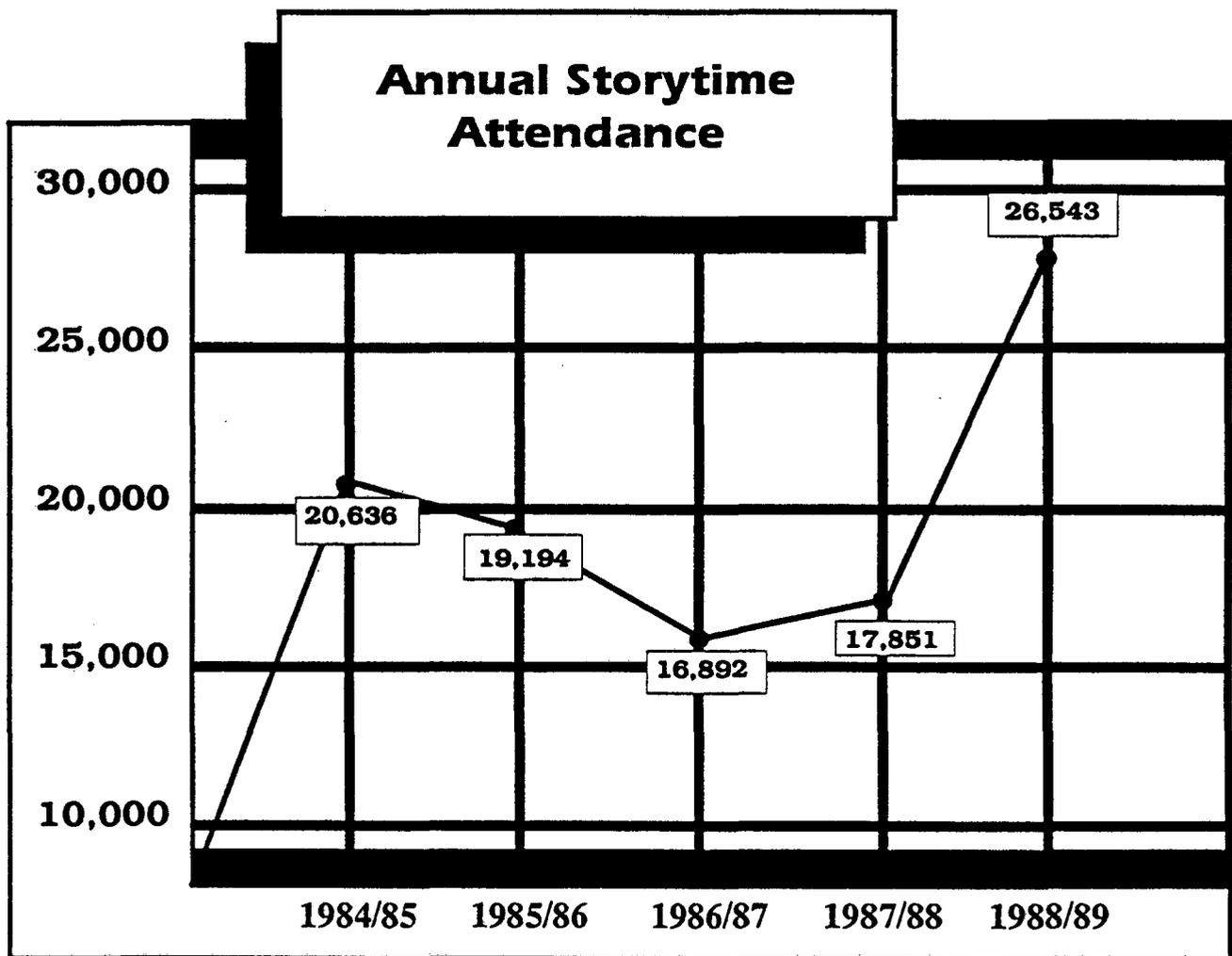
Audio cassettes now circulate in 14 branch libraries.

By July 1990, videos will circulate in six branch libraries.

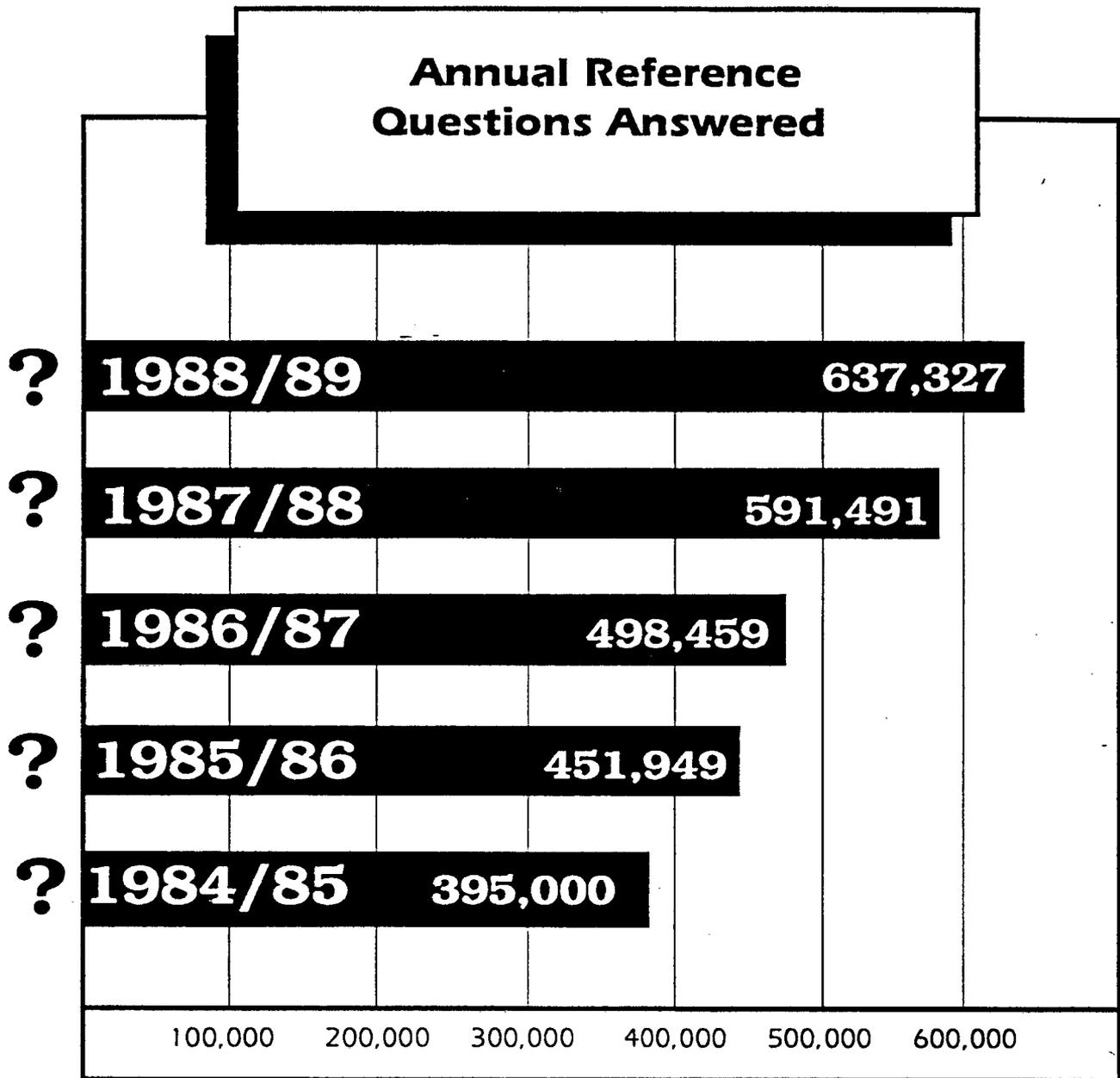
Strengths and weaknesses in all book collections were identified. Changes were implemented, resulting in the improvement of the collections.

● **IMPROVING THE SERVICES THE LIBRARY OFFERS:**

Attendance at children's story times has increased by 38 percent, primarily due to the library's new service to day care facilities.



The number of reference questions answered by library staff members increased 41 percent, largely due to increased telephone reference.



Library users checked out 15 percent more books, videos and sound recordings.

A new service, the Federal Government Procurement Center, helped local businesses obtain more than \$43 million in government contracts.

The Old Town Reading Room, a new library outlet staffed primarily by volunteers, now provides service to the homeless.

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● **USING TECHNOLOGY TO IMPROVE ACCESS TO LIBRARY MATERIALS:**

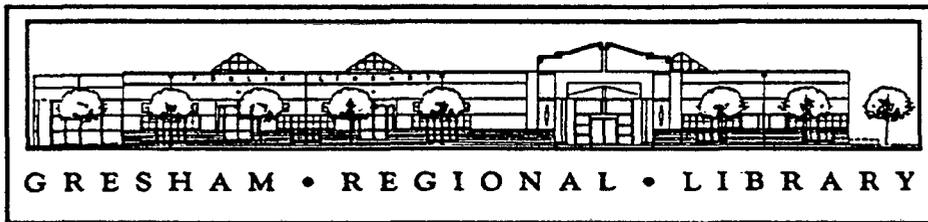
By July 1990, a computerized card catalog will provide information in every branch about what's available throughout the entire library system.

InfoTrac, a computerized subject listing of magazine articles, is available at Central and at the new Gresham Regional Library.

Theft detection systems at Central and four branches reduce the theft of library materials by about three percent annually.

● **IMPROVING LIBRARY FACILITIES:**

In East County, a new 20,000 square foot library replaces the inadequate 3,000 square foot building.



Five more branch libraries have become accessible to persons with physical handicaps.

Air conditioning has been added at the final seven branch libraries.

Six branch libraries have been remodeled and/or refurbished.

Energy-efficient lighting has been installed at Central and five branch libraries.

Administrative and other non-public service functions have been moved from Central Library to the Administration Building to provide space at Central for public service.

Preliminary architectural plans for remodeling and renovating the Central Library (to provide more open stacks) are complete, and progress made towards implementing them.

● **IMPROVING THE VISIBILITY OF THE LIBRARY:**

A modern telephone system has been installed.

A speaker's bureau has been established, with library staff promoting library services at a variety of community meetings.

Directional street signs have been posted on major streets near all neighborhood branches.



Lighted exterior signs have been installed at 14 library agencies.

Press releases and publicity contacts have dramatically increased media coverage of library events.

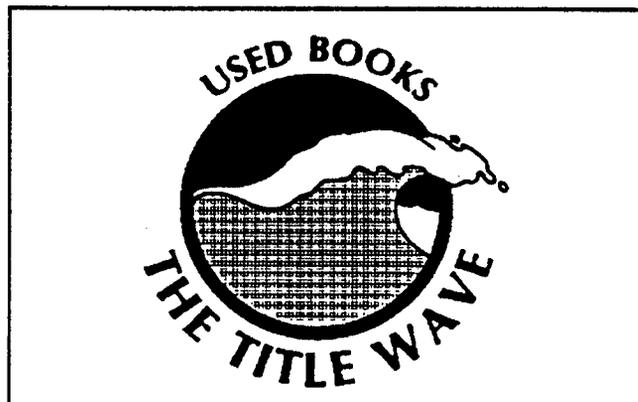
● **IMPROVING THE MANAGEMENT OF THE LIBRARY:**

A comprehensive staff development program to maximize staff potential is now in place.

Staffing levels and assignments have been re-evaluated and changes made.

Policies and procedures have been updated and copies distributed throughout the library system.

The payroll and personnel management system has been automated.



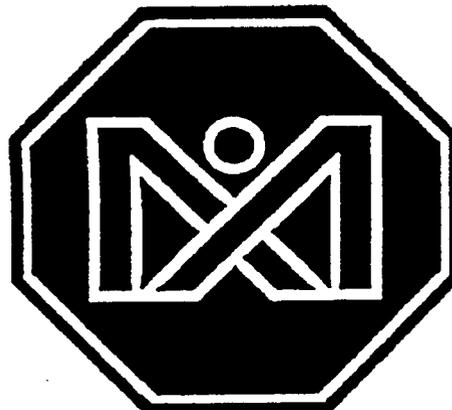
The Title Wave, a bookstore selling used library books, disposes of the library's discarded books and generates revenue for the library.

● **IMPROVING COOPERATION WITH COMMUNITY GROUPS:**

The volunteer program has been expanded. During the last fiscal year, 250 volunteers donated 17,691 hours of work.

Metropolitan Information Exchange (MIX), a reciprocal borrowing program, provides free access to 49 public libraries in six counties in two states.

**METROPOLITAN  
INTERLIBRARY  
EXCHANGE**



A new program of cooperation with local day care facilities provides books and programs for young children.

An agreement with Washington County Library provides space and collection access to a reference librarian at Central Library who answers reference questions for Washington County library patrons.

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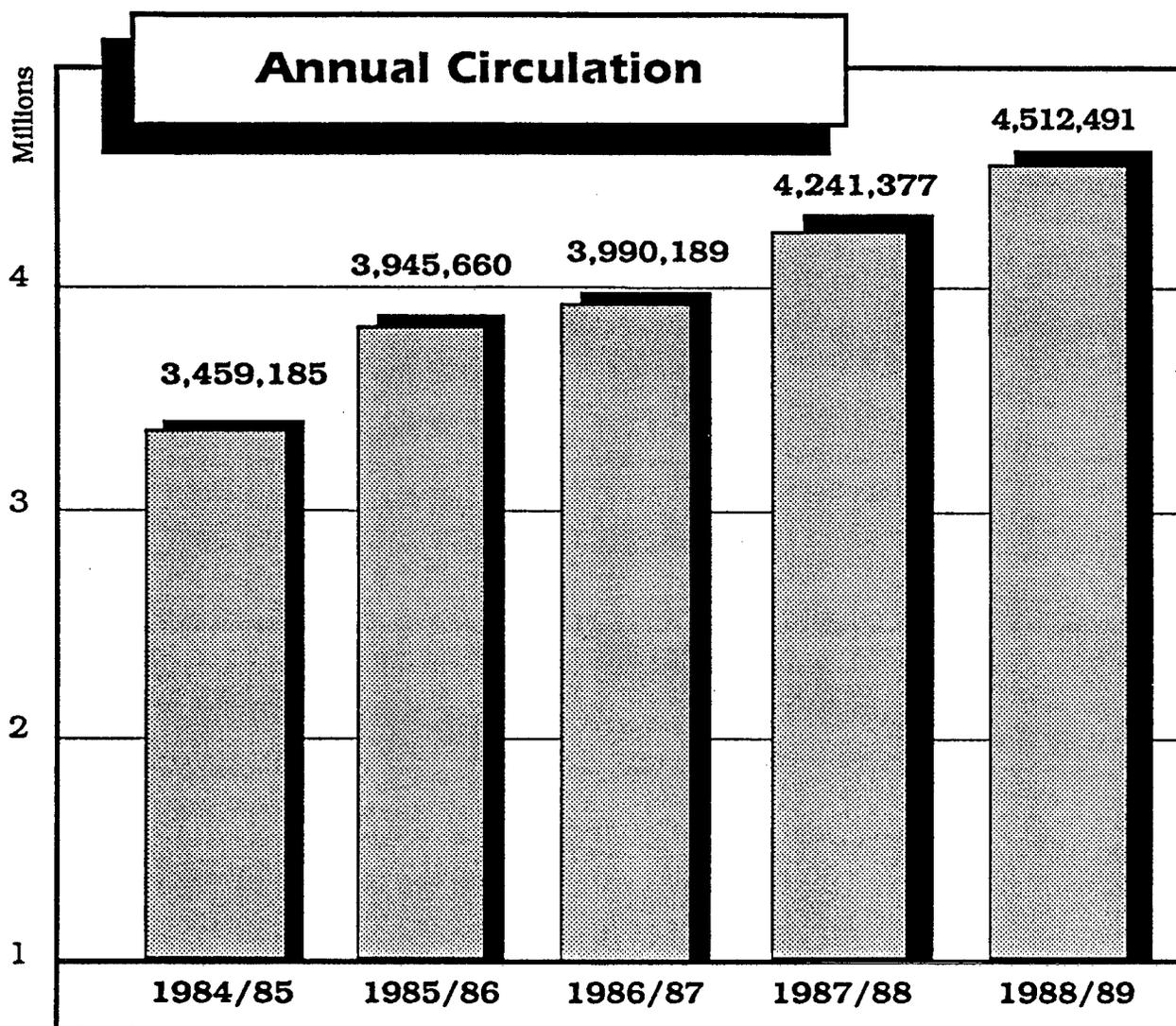
● **EVALUATING AND PLANNING FOR EXCELLENT LIBRARY SERVICE:**

Library staff write an annual work plan (goals and objectives) that supports the library's long-range plan.

Staff members use objective statistical measurements such as annual output measures to evaluate library programs and services.

Progress toward accomplishing the vision for excellent library service (outlined in the long-range plan) is measured annually.

Periodic revision of the long-range plan builds on the vision and renews the library's commitment to excellence.



## **COMMITMENT TO EXCELLENCE: STRATEGIC DIRECTIONS AND PROJECTS, 1990-1993**

After analyzing the Library's progress toward achieving this vision of excellent library service and after the lengthy period of gathering data just described, the following strategic directions and projects have been outlined for the next three years:

### **● IMPROVING THE LIBRARY'S COLLECTION OF MATERIALS:**

Increase the percentage of the operating budget dedicated to buying library materials to 18 percent from the current percentage of about 14 percent. "More books and other library materials" continues to be the number one request from the public. Better libraries of the same size and configuration as the Multnomah County Library spend an average of 18 percent of their budgets on materials, according to the **Public Library Data Service Statistical Report, 1989.**

Review the selection of library materials, revising selection where needed to continue building a collection of depth and breadth at the Central Library and one featuring popular adult and children's materials in branch libraries. Books, audio materials and videocassettes reflecting each community's interests and needs will be added at each library agency.

Implement suitable materials preservation techniques in the basement area at Central Library, following the recommendations of a recognized book conservator. In addition, staff will seek grant funding for preservation of deteriorating newspapers and other historical materials.

### **● IMPROVING THE SERVICES THE LIBRARY OFFERS:**

Open the Central Library one hour earlier each weekday and on Saturday.

Open the 14 branch libraries a total of 124 additional hours per week. This would provide some additional morning hours at six branches, Monday service at six other branches, and Sunday hours at Gresham Regional Library.

Expand youth services, providing additional library service to children in the growing number of day care centers and improving library programs and reference service for children.

Establish a "Fax Facts" reference network at the Central Library to provide patrons at branch libraries with quick access to Central Library's wealth of in-depth reference materials.

Establish a fee-based reference service, setting up a fast-service business information center. This service will build toward functioning on a cost-recovery basis.

Research and seek grant funding for personal computers to be used by the public inside library facilities.

● **USING TECHNOLOGY TO IMPROVE ACCESS TO LIBRARY MATERIALS:**

Continue the retrospective conversion of the library's older card catalog records. Put these into machine readable form and add to the computerized card catalog.

Install materials theft detection systems in 10 branch libraries to reduce the number of books stolen each year.

Complete the automating of the library's internal technical services operations (e.g., acquisitions and cataloging) by adding additional modules to the integrated automated computer system.

Automate additional local information files such as the Song Index. Research the potential for providing computer access to these databases throughout the library system and via home computers.

Upgrade and maintain the library's extensive telecommunications network.

Prepare and implement a plan for the upgrading and replacement of the library's personal computers and peripheral equipment.

Purchase additional titles in the CD-ROM format, adopting appropriate new technology to more efficiently serve the information needs of the community.

Research and seek funding that would provide the technology to improve library access for individuals with handicaps.

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● **IMPROVING LIBRARY FACILITIES:**

Upgrade and maintain library facilities, equipment and furnishings in order to contribute to patrons' comfort, make greater use of the buildings and protect the public's capital investment.

Expand Midland Branch Library, creating a second "super branch" in recognition of its distance from the Central Library and the size of the population the Midland Branch serves.

Implement the first phase of the major remodeling of the Central Library, opening a portion of the closed stack area and making better use of the available space. Implement fund raising strategies to obtain outside funding for a portion of the costs.

Establish one "mini branch" in a shopping mall, taking advantage of a high traffic area and recognizing the popularity and success of such facilities.

Improve the shelving and display of library materials.

● **IMPROVING THE VISIBILITY OF THE LIBRARY:**

Complete the interior signage at all library facilities.

Target groups of individuals for receiving specific mailings of information about library programs and services most useful to them. Send direct mailings to them.

Advertise library services to non-library users, making greater use of public service announcements and other media to inform the public about what the library has to offer.

Enhance the positive image of the library by expanding the speaker's bureau, placing staff members in the community to promote the use of the library.

Publish and distribute by mail to a targeted audience a quarterly newsletter describing library programs and services to businesses.

Promote library events and programs to the community through neighborhood association newsletters.

● **IMPROVING THE MANAGEMENT OF THE LIBRARY:**

Strengthen the training program to improve the quality of library service by enhancing the staff's skills in communicating with the public, improving the staff's ability to answer reference questions, and by cultivating the staff's supervisory and management skills.

Expedite processing of the additional number of library materials acquired with the increased materials budget to more quickly make new materials available for circulation.

Enhance library fund raising efforts by identifying and developing funding sources to supplement local tax support.

Provide for the scheduled replacement of two library maintenance vehicles and one delivery van.

Provide for increased safety of patrons and staff at the Central Library by increasing coverage hours for a Public Safety Aide.

● **IMPROVING COOPERATION WITH COMMUNITY GROUPS:**

Continue the expansion of the volunteer program.

Work with the Friends of the Library to enhance the Friends' role as a vital support group for the library.

Work with Mt. Hood Community College Library to develop and submit a cooperative grant project for a collection of jazz materials with emphasis on local jazz and the Mt. Hood Festival of Jazz.

Work with the Washington County Cooperative Library Service and the Clackamas County Library System to research and implement a cooperatively funded after-hours telephone reference service for metropolitan area patrons.

Increase communication and cooperation with schools, colleges and universities to improve resource sharing.

● **EVALUATING AND PLANNING FOR EXCELLENT LIBRARY SERVICE:**

Write an annual work plan that supports the library's long range plan.

Develop and implement an overall market research plan.

Gather and use statistical measurements (including annual output measures) to evaluate library programs and services and plan for service enhancements.

Seek public opinions and suggestions regarding library services. Use this information to evaluate current library operations and to plan for the future.

Work with the library board, county commissioners, city officials, library representatives from the tri-county area and the public to develop a tri-county library district and funding structure by January 1992.

Evaluate and revise the long-range plan in 1992/1993.

## **COMMITMENT TO EXCELLENCE: THE NEXT CHAPTER**

In 1986, the Multnomah County Library committed to improving the services the library offers to the residents of the Portland metropolitan area. Considerable progress has been made in a number of areas targeted by the citizens' Long-Range Planning Committee. The library is well on its way to becoming the fully renovated, automated information center outlined in the long-range plan. In the next years, a continued commitment to quality library service on the part of the community and library staff will move the library even closer to the vision of excellence.

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# APPENDICES

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## APPENDIX A

### Multnomah County Library

#### Output Measures:

#### Use of Library Materials and Other Resources 1986-1989

The Multnomah County Library conducts a yearly two-week "output measures survey," a data sampling that allows library staff to spot trends and identify strengths/weaknesses while charting progress in improving specific measures. The output measures survey, developed by the American Library Association, is becoming a national standard used to measure library productivity and effectiveness.

The survey consists of twelve measures for which data are collected at the Central Library and in each branch. Levels of use at each library are measured by:

Annual circulation per capita: total circulation of library materials divided by the library's service population.

In-library materials use per capita: annual number of materials used by patrons within the library system.

Library visits per capita: annual number of library visits per person in the library's service area.

Program attendance per capita: program attendance per person in the library's service area.

Reference transactions per capita: annual number of reference questions asked by each person in the library's service area.

Registration as a percentage of population: the proportion of people within the library's service area who have a library card.

Turn over rate: the average number of times each item in the library's collection has been borrowed.

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Success of the library or branch with respect to meeting user needs is measured by:

Reference fill rate: the percentage of reference/informational questions completed by library staff.

Title fill rate: the proportion of specific titles successfully found in the library by library users.

Subject/author fill rate: the percentage of books about a specific subject or by a specific author successfully located by library users in the library.

Browser fill rate: the proportion of library users who found interesting or helpful library material but were not searching for anything specific.

Document delivery rate (within seven days and within 30 days):

- Seven days. The percentage of requests for specific books not found in the library at the time of the user's visit but which were supplied within seven days and
- Thirty days. The same as above, supplied within 30 days.

**Parameters:**

Population figures were taken from the 1987/88 **Oregon Blue Book**.

Circulation figures used in calculating circulation per capita and turn over rates are based on annual circulation for 1987/88.

Registration and program attendance are based on the 1987/88 statistics found in the Annual Report of the Library Association of Portland.

System wide output measures results are summarized on the following chart.

## OUTPUT MEASURES OVER TIME MULTNOMAH COUNTY LIBRARY

Measure	1986	1987	1988
Circulations per capita	6.15	6.60	7.55
In-library materials use per capita	3.63	3.11	3.07
Library visits per capita	3.25	3.42	3.91
Program attendance per capita	.100	.153	.11
Reference transactions per capita	.82	.85	1.15
Reference fill rate	71.00%	75.00%	68.50%
Title fill rate	55.00%	61.00%	57.60%
Subject and author fill rate	64.00%	67.00%	68.20%
Browsers' fill rate	95.00%	93.00%	91.20%
Registration as a percentage of population	57.00%	65.00%	66.6%
Turnover rate	2.98	3.20	3.40
Document delivery within 7 days	55.40%	55.00%	51.90%
Document delivery within 30 days	25.50%	25.00%	22.60%

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## APPENDIX B

Multnomah County Library  
Focus Groups: Summary Report  
May 1989

Focus groups were conducted in May 1989 as part of the library's long-range planning process. Focus groups are directed group counseling sessions with three to 15 people who come together to discuss a particular issue under the guidance of a skilled discussion leader. Focus groups are useful in providing preliminary research, since they are based upon intense discussion with a very few self-selected people. Focus group research should be followed by quantitative surveys, such as the telephone survey conducted by library staff after the focus group sessions (Appendix C).

Ella Seely, Adult Services Coordinator for the library, coordinated the project. John Wish, chief executive officer of Marketing Focus and chief advisor and consultant for the project, gave generously of his time and expertise on a pro bono basis. Four local marketing professionals — Don Jacobson, president, CMC; Mary Ann Seth, Far West Bank; Nancy Matela, Hewlett-Packard, Camas; and Bill Svendson, Market Decisions: each agreed to conduct two focus groups and prepare a summary report of the focus groups, also on a pro bono basis.

Initially, the library wanted to know the thinking of four different groups of Multnomah County residents: East Multnomah County residents, parents of or professionals who work with children under the age of 18, senior citizens, and business people. Additionally, each of the groups was divided into a library users group and a library non-users group, thus creating eight groups. For example, the library users group of East Multnomah County residents met separately from the library non-users group of East Multnomah County residents.

Library staff members telephoned more than 3,000 individuals from randomly selected lists of registered voters to find enough people who were willing to commit themselves to attending one of the focus group sessions. Not enough participants were located for the library non-users group of business people, so this group was dropped. This report summarizes the results of the seven remaining focus group sessions.

Major themes and concerns expressed by the focus groups are summarized below:

Much concern about property taxes was clearly stated by all of the focus groups.

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As a possible supplement to property taxes or as an alternative to increasing property taxes, the focus group members felt that the library should be looking at other ways of obtaining financial support.

Focus group members felt that the library needs to do more to promote its services. People generally expressed good feelings about the library, but did not hear much about the library.

The need for the library to cooperate and coordinate with other agencies was noted in the discussion groups.

While focus group participants felt that the library gives good overall service, they all had suggestions for improvements.

The theme of technology and how it affects the library was stated in various ways in the focus groups. The importance of keeping up with the computer age was mentioned, as were concerns about problems with new technology. Members were concerned that personal interaction with librarians not be lost.

## APPENDIX C

Multnomah County Library  
Results of Public Opinion Telephone Survey  
July 1989

As part of the long-range planning process, Multnomah County Library's management staff conducted 345 telephone interviews with adult residents from all areas of Multnomah County. The sample size of 345 yielded a data base with a sampling variability of plus or minus 5.2 percent at the 95 percent confidence level. Survey respondents were asked about:

- the importance of the library with respect to the quality of life in Multnomah County.
- the quality of service at Multnomah County Library.
- the "best" and "worst" things about the Library.
- changes or additions that would make the library more useful to them.
- the adequacy of tax support for the library's services.
- the level of support they would maintain for a future library tax levy.

The firm of Marketing Decisions tabulated and analyzed the information gathered in the survey. The following is a summary of the results.

- "Public safety" (93 percent), "schools" (92 percent) and "libraries" (84 percent) were mentioned most often as "very important to the quality of life in Multnomah County." "Schools" received the top ranking as the "most important" item (46 percent), with "public safety" second (38 percent).
- Forty-four percent felt that Multnomah County Library is a "better than average library," 36 percent felt that is an "average library," 3 percent believed that it is "below average" and 17 percent said they didn't know.
- Just over half (51 percent) of the respondents said there is currently "too little" government support for libraries. Only 15 percent suggested that the current level is the "right amount" and 33 percent said they didn't know.

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- Respondents' assessments of the "best things" about the Multnomah County Library were:

- variety and scope of materials (18 percent)
- available when needed (18 percent)
- good staff/personnel (12 percent)
- accessible (9 percent)
- services for children/adults (7 percent)
- convenient location(s) (5 percent)
- access to knowledge/information (4 percent)
- reference materials (4 percent)
- open to everyone (4 percent)
- variety of special services (3 percent)
- convenient hours (3 percent)
- free (3 percent)
- new, up-to-date materials (1 percent)
- videotapes (1 percent)
- other (8 percent)

- Respondents' comments about the "worst" things about the Multnomah County Library were:

- not enough open hours (24 percent)
- poor selection (16 percent)
- under-funded (7 percent)
- parking problems (7 percent)
- hard to find things (6 percent)
- too few facilities (6 percent)
- problem patrons (6 percent)
- too hot/stuffy (2 percent)
- staff not helpful (2 percent)
- understaffed (2 percent)
- not used enough (1 percent)
- other (21 percent)

- Those respondents likely to favor a library levy and those with library cards were more likely to cite "not being open enough hours" as the "worst" thing about the library more often than other respondents.

- Respondents were asked to identify ways the library could be of more use to them. Almost two-thirds (64 percent) did not offer comment. Those who did suggested:
  - longer hours of operation (23 percent)
  - more books on specific topics (21 percent)
  - more branches/better locations (10 percent)
  - more communications about services (5 percent)
  - more “hard-to-find” materials (5 percent)
  - more staff (4 percent)
  - more videos (3 percent)
  - more children’s materials (3 percent)
  - computers (2 percent)
  - other (23 percent)
  
- Fifty-nine percent of respondents said they were “very likely” to vote for a library levy; 30 percent said they were “somewhat likely”; 3 percent said they were “not too likely”; 4 percent “not at all likely”; and 5 percent said they didn’t know. The most frequently cited reason for voting against a library levy was “I can’t afford any more property taxes.”

## APPENDIX D

Multnomah County Library  
Public Meetings and Comments: Summary  
September - October, 1989

After the first draft of **The Next Chapter** was written, 15 public meetings were held — one at the Central Library and one at each branch library — to gather additional public ideas and comments about library service.

In addition, written comments, suggestions and ideas were gathered through the distribution of flyers at each library agency. By early October, 177 written responses had been received. A summary of comments from the public meetings and the written responses follows.

By far, the most frequent comment regarded adding more materials — more new books, more reference books, more children's books, more videocassettes, more books on tape, more compact discs, more recordings, more newspapers, more magazines, etc. — with numerous references to specific titles, genres or subjects. At several public meetings, the importance of having reference resource materials for educational purposes in branches was emphasized.

The second most frequently mentioned request was for more hours at all library agencies. Additional morning and weekend hours were mentioned most often.

The computerized catalog was mentioned frequently, with the overwhelming majority of the comments favorable. A number of respondents asked about home access to the library's catalog using personal computers.

More space at several library facilities was mentioned by several respondents (particularly at Belmont, Central, Midland, and St. Johns). Many Central Library patrons commented on poor access to the collection because of the closed stacks and asked that the stacks be opened to the public. The cost of and/or lack of parking at Central, Hillsdale, Gregory Heights, Hollywood, and Belmont was also mentioned frequently.

Personal computers for public use was cited as a need by a number of library users. InfoTrac, a computerized subject listing of magazine articles now available at Central Library and soon to be added at the Gresham Regional Library, was highly praised.

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Physical improvements requested included more comfortable chairs and quiet reading spaces in various libraries, and air conditioning at the Central Library. There were many requests to simplify the arrangement of books at Central (particularly in the Art and Music Department), making access easier. Several patrons requested a coffee area and a gift shop.

Improvements in public rest room facilities for Belmont and Central were requested by a number of patrons.

Classes on using the library were requested by several.

The need for better publicity of library services, programs and events was frequently mentioned. Publicizing library news through neighborhood association newsletters was recommended.

Increased cooperation with the schools to keep costs down was suggested.

Other requests included adding lockers or a check service at Central Library, speeding up the reserve process, increasing children's programs, handling renewals and reserves by telephone, putting in reading carrels, adding literacy programs at all branches, eliminating fines, opening the Title Wave on Sundays, providing better access to the materials collections for persons with handicaps, improving interlibrary loan, providing "speed lanes" at the checkout counters, reinstating the grace period for overdue books, installing public telephones at all branches, and providing better and cheaper photocopy machines.

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# MULTNOMAH COUNTY LIBRARY

## THE NEXT CHAPTER:

### 1990-1993

In 1986, a special citizens' committee worked for several months to develop Multnomah County Library's first long-range plan. The plan defined major priorities for developing library budgets and allocating library resources.

Now, three years later, library staff members continue to monitor and evaluate progress toward achieving the library's goals. New demographic data has been collected and analyzed. It is time to once again review where the library has been and where it needs to go in order to best serve the always changing needs of the general community.

The goals outlined in this update to the long-range plan, **The Next Chapter: 1990-1993**, are based on staff work, observations about library service needs made by citizens who took part in focus groups, comments gathered during a telephone survey of 345 Multnomah County residents, ideas and recommendations from citizens who participated in fifteen public meetings and written comments about library services and programs submitted by library users. The following summarizes the next three years' goals.

### PROPOSED LIBRARY GOALS: 1990-93

#### **Purchase more and better library materials.**

- Increase funds spent on the purchase of materials from 14 percent of the budget in 1989 to 18 percent by 1993.
- Review selection policies and procedures in order to ensure the purchase of popular adult and children's materials in branch libraries and in-depth subject materials at Central Library.
- Undertake materials preservation techniques in order to preserve threatened collections at Central Library.

#### **Improve library services.**

- Add hours of service.
  - Open Central Library one hour earlier (at 9 a.m.) Monday through Saturday.
  - Add open hours at 14 library branches. This would include some additional morning hours at six branch libraries, Monday service at six other branch libraries and Sunday afternoon hours at Gresham Regional Library.
- Expand services to young people. Provide library service to additional day care centers; improve programs and reference services for children.
- Create a "FAX FACTS" network to provide library users at branch libraries quick access to information from Central Library.

- Establish a fee-based quick-service business information center at Central Library.
- Research and seek grant funding for personal computers for public use within library facilities.

### **Provide faster and easier access to library materials.**

- Complete installation of the library's computerized card catalog.
- Protect the collection by installing materials theft detection systems in 10 branch libraries.
- Complete automation of internal technical services operations for faster book processing.
- Provide computer access to the library's local information files in branches and via home computers.
- Continue to adopt new technology to more efficiently serve the information needs of the community.
- Research and seek funding for technology that would improve library access for individuals with handicaps.

### **Improve library facilities.**

- Upgrade and maintain library buildings, equipment and furnishings to ensure patrons' comfort.
- Expand Midland Branch Library to a "super-branch" resource library.
- Continue to remodel Central Library. Open a portion of the closed stack area and make better use of available space.
- Establish a "mini-branch" in a shopping mall.
- Improve the shelving and display of library materials.

### **Increase library awareness and usage.**

- Make greater use of public service announcements and other media to inform the public about what the library has to offer.
- Expand the library's speaker's bureau to serve the community and promote the use of the Library.
- Produce and distribute a newsletter describing library programs and services to business.
- Complete interior signage project at all library agencies.
- Promote library events and programs to the community through neighborhood association newsletters.

### **Manage the library efficiently.**

- Process new materials more quickly so they will be available to library users sooner.
- Improve library service through staff training programs that emphasize public service, reference skills and good management techniques.
- Identify and develop library funding sources to supplement local tax support.

### **Increase inter-branch and community cooperation.**

- Increase the number of volunteers.
- Work with the Friends of the Library to enhance the Friends' role as a vital library advocacy group.
- Submit a cooperative grant proposal with Mt. Hood Community College for a collection of jazz materials at the Gresham Regional Library.
- Work with other metropolitan area library systems to explore possibilities for an after-hours telephone reference service.
- Increase communication and cooperation with schools, colleges and universities to improve resource sharing.

### **Continue evaluation and planning process.**

- Write an annual work plan to achieve the library's goals.
- Use statistical measurements to evaluate library programs and to plan for service enhancements.
- Seek public opinion and suggestions regarding library services in order to plan for the future.
- Work with the library boards, county commissioners, city officials, library representatives from the tri-county area and the public to plan for a tri-county library district and funding structure.

## **PLANNING FOR THE FUTURE: THE NEXT CHAPTER**

The information contained in this handout is a summary of the proposed update to Multnomah County Library's long-range plan. Copies of the complete plan are available at all branches of the library.