



Multnomah County Oregon

# Board of Commissioners & Agenda

connecting citizens with information and services

## BOARD OF COMMISSIONERS

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## JUNE 1 & 3, 2004

## BOARD MEETINGS

### FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:00 a.m. Tuesday Budget Work Session
Pg 3	6:00 p.m. Tuesday Public Budget Hearing
Pg 4	9:30 a.m. Thursday Opportunity for Public Comment on Non-Agenda Matters
Pg 4	9:30 a.m. Resolution Creating Classification of County Chief Financial Officer
Pg 4	9:35 a.m. Resolution Establishing Approval Process for Management Service Benefits and Compensation Plan Changes
Pg 5	10:15 a.m. Thursday Executive Session
Pg 5	9:30 a.m. Friday Meeting of Multnomah County School Superintendents and Board of Commissioners

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

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

Friday, 11:00 PM, Channel 30

Saturday, 10:00 AM, Channel 30

Sunday, 11:00 AM, Channel 30

Produced through Multnomah Community Television

(503) 491-7636, ext. 333 for further info

or: <http://www.mctv.org>

Tuesday, June 1, 2004 - 7:30 AM to 9:00 AM  
Multnomah Building, Sixth Floor Commissioners Conference Room 635  
501 SE Hawthorne Boulevard, Portland

## **LOCAL PUBLIC SAFETY COORDINATING COUNCIL EXECUTIVE COMMITTEE MEETING**

A quorum of the Multnomah County Board of Commissioners may be attending the Local Public Safety Coordinating Council Executive Committee meeting. This meeting is open to the public. Agenda topics include Update on Juvenile Accountability Block Grant; Gang Steering Committee Proposed Report; Public Safety in County Budget; Public Safety in City Budget; and Oregon Health Plan Report. For further information, contact Judith Bauman at (503) 988-5894.

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Tuesday, June 1, 2004 - 9:00 AM - 12:00 PM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **BUDGET WORK SESSION**

WS-1 Multnomah County 2004-2005 Budget Work Session. This meeting is open to the public however no public testimony will be taken. Presentations by Karyne Dargan, Budget Office Staff, Department Directors and/or Staff.

- Strategic Investment Program Budget Presentation
- Introduction of Budget Amendment Report and Budget Notes for the FY 2005 Budget

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Tuesday, June 1, 2004 - 1:30 PM - 4:00 PM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **BUDGET WORK SESSION - IF NEEDED**

WS-2 If needed Multnomah County 2004-2005 Budget Work Session. This meeting is open to the public however no public testimony will be taken.

Tuesday, June 1, 2004 - 6:00 PM - 8:00 PM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **PUBLIC BUDGET HEARING**

PH-1 Public Hearing on the 2004-2005 Multnomah County Budget. Testimony is limited to three minutes per person. Fill out a speaker form available in the Boardroom and turn it into the Board Clerk.

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Thursday, June 3, 2004 - 9:30 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

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

#### **OFFICE OF SCHOOL AND COMMUNITY PARTNERSHIPS**

- C-1 Budget Modification OSCP 09 Increasing the Office of School and Community Partnerships Fiscal Year '04 Budget by \$86,523 in Additional HUD Homesafe Teen Parent Funding
- C-2 Budget Modification OSCP 11 Increasing the Office of School and Community Partnerships Fiscal Year '04 Budget by \$130,816 in Renewed and Additional Oregon Department of Education 21st Century Funding
- C-3 Budget Modification OSCP 12 Increasing the Office of School and Community Partnerships Fiscal Year '04 Budget by \$436,614 in Low Income Energy Assistance Program Funding from the State of Oregon

#### **DEPARTMENT OF COUNTY HUMAN SERVICES**

- C-4 Budget modification DCHS 08 Appropriating \$201,134 in State and Federal Funds for the General Assistance Program in the Aging and Disability Services Division and \$19,770 in Federal Substance Abuse and Mental Health Services Administration (SAMHSA) Funding for a Case Management Position

- C-5 Budget Modification DCHS 09 Increasing Mental Health and Addiction Services Division (MHAS) Budget by \$5,167,647 to Reflect Current State of Oregon Funding Revisions
- C-6 Budget Modification DCHS 10 Increasing the Department's Appropriation Due to an Increased Allocation from the Oregon Department of Human Services to Account for Case Load Growth for Aging and Disability Services; Net Increase of \$202,670 and 2.16 FTE

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

- C-7 RESOLUTION Authorizing Private Sale of Certain Tax Foreclosed Property to REUBEN E. GILMORE

### **SHERIFF'S OFFICE**

- C-8 Budget Modification 04\_MCSO\_09 Appropriating \$4,875 from the Oregon Department of Transportation (ODOT) for Pedestrian Safety Enforcement
- C-9 Budget Modification 04\_MCSO\_10 Appropriating \$83,300 to the Special Operations Fund for Landscaping and Custodial Services Performed by the Sheriff's Office Work Crew for Multnomah County Facilities and Property Management
- C-10 Budget Modification 04\_MCSO\_18 Appropriating \$16,000 from the Oregon Parks and Recreation Department to the Sheriff's Office for Patrol of Islands in Multnomah County

### **REGULAR AGENDA - 9:30 AM**

### **PUBLIC COMMENT - 9:30 AM**

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

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

- R-1 RESOLUTION Creating the Classification of County Chief Financial Officer
- R-2 RESOLUTION Establishing Approval Process for Management Service Benefits and Compensation Plan Changes

Thursday, June 3, 2004 - 10:15 AM  
Multnomah Building, Sixth Floor Commissioners Conference Room 635  
501 SE Hawthorne Boulevard, Portland

## **EXECUTIVE SESSION**

- E-1 The Multnomah County Board of Commissioners Will Meet in Executive Session Pursuant to ORS 192.660(1)(h). Only Representatives of the News Media and Designated Staff are allowed to Attend. Representatives of the News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Executive Session. No Final Decision will be made in the Executive Session. Presented by Agnes Sowle. 30 MINUTES REQUESTED.
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Friday, June 4, 2004 - 9:30 AM to 11:00 AM  
Multnomah Education Service District Office, Third Floor Boardroom  
11611 NE Ainsworth, Portland

## **JOINT MEETING**

- JM-1 The Multnomah County School Superintendents and members of the Multnomah County Board of Commissioners will co-host a joint meeting to discuss school based services and supports to schools. This meeting is open to the public. For further information, contact Bob Gravely at (503) 988-5273.

# Executive Committee Agenda



**June 1st, 2004  
7:30am to 9:00am  
Multnomah Building  
Room 635**

- |             |   |   |
|-------------|---|---|
| <b>I.</b>   | <b>Welcome and Announcements</b><br><i>Commissioner Lisa Naito</i>  | <b>5 minutes</b>  |
| <b>II.</b>  | <b>Approval of the May 4<sup>th</sup>, 2004 meeting minutes</b>   |   |
| <b>III.</b> | <b>Juvenile Accountability Block Grant updates</b><br><i>Joanne Fuller</i>  | <b>5 minutes</b>  |
| <b>IV.</b>  | <b>Gang Steering Committee proposed report</b><br><br><i>Joanne Fuller, Department of Community Justice</i><br><i>Karin Immergut, Project Safe Neighborhood</i><br><i>Chief Carla Piluso, Gresham Gang update</i> | <b>10 minutes</b><br><b>10 minutes</b><br><b>10 minutes</b> |
|             | <b>Discussion</b>   | <b>15 minutes</b>   |
| <b>V.</b>   | <b>Public Safety in County Budget</b><br><i>John Ball</i>   | <b>5 minutes</b>  |
| <b>VI.</b>  | <b>Public Safety in City Budget</b><br><i>Mayor Vera Katz</i>   | <b>5 minutes</b>  |
| <b>VII.</b> | <b>Oregon Health Plan report</b><br><i>Lillian Shirley</i>  | <b>20 minutes</b>   |

**NEXT MEETING  
TO BE ANNOUNCED**

501 SE Hawthorne Blvd., Suite 600 • Portland, Oregon • 97214  
503-988-5522 phone • 503-988-5262 fax • 503-823-6868 TTD • [www.lpscc.org](http://www.lpscc.org)

**Serving  
Public  
Safety  
Agencies in  
Multnomah  
County**



During the first two weeks of June, the Board will have the opportunity to review, question and comment on the amendments. The Departments have been asked to make staff available to answer any questions the Board might have about individual amendments. The Board will not be asked to make any formal decisions at these work sessions. On June 10, the Board will be asked to vote on and approve these amendments and budget notes. The Board will also be asked to adopt the budget on this date.

To help organize these changes we have color-coded the amendments by individual categories. Lastly, we have created a single report for amendments that impact the General Fund. This report contains amendments from all categories.

**Board  
Amendments  
(yellow)**

Board Amendments are all categorized as program amendments. The only criteria for a Board Amendment is that it has been proposed by a Commissioner or the Chair.

**Program  
Amendments  
(white)**

Program amendments make a programmatic or policy-driven change in a department's budget request such that funding levels are increased or decreased, or staff are added or subtracted. An example of a program amendment would be a program proposed by a Board member during the budget briefings. Program amendments from departments require a supplemental staff report supporting the requested change.

**ITAX  
Amendments  
(orange)**

ITAX amendments document any changes in ITAX funded programs that the Department wishes to propose. Any changes in ITAX funded programs must meet the intent of voters. The Board identified the following services as those to be supported by the measure:

- Housing and living assistance to seniors and the disabled;
- Prescription drug assistance for low-income seniors;
- Emergency mental health services;
- Health, mental health, and addiction treatment for offenders, to help reduce recidivism;
- Restoration of jail beds;
- Juvenile justice and gang services;
- Sheriff's deputies; and
- Alcohol and drug treatment for repeat offenders.

**Carryover  
Amendments  
(salmon)**

Carryover is a one-time-only *re-appropriation in the new year* of an expenditure *authorized in the prior year*. If we carry something over, it was planned for, *and budgeted for*, in the prior year. In theory, a department budget's **ending balance**, or unspent appropriation, should be adequate to cover the purchase in the new year.

For FY 2005, several carryover amendments have been submitted for the Board's consideration that propose to use this one-time resource to fund ongoing program expenditures. Using one-time-only funding for ongoing programs is always risky, less so in years when revenues are expected to grow, and more so in years when revenues are expected to remain flat or decline. It should be noted that in FY 2006, revenues are expected to drop due to the sunset of the ITAX.

Any Board-approved carryover amendments will be held in contingency until FY 2004 has closed in order to ensure that FY 2005 General Fund beginning working capital meets the adopted appropriation

**Staffing  
Amendments  
(lavender)**

Staffing amendments show any proposed change in staffing levels between departmental organizations. Staffing amendments are the same as technical amendments in the sense that they should not reflect any bottom-line changes in a department's staff levels. An example of a staffing amendment would be the transfer of staff into a different program within the department. Reclassifications are also categorized as staffing amendments.

**Revenue  
Amendments  
(blue)**

Revenue amendments are a means of recognizing revenues that were not included in the budget request. An example of a revenue amendment would be a grant that is awarded to a department in April, after the department's budget request has been turned in. Revenues amendments will generally have a corresponding increase in expenditures.

**Technical  
Amendments  
(mint)**

Technical amendments make adjustments between object codes that do not change the bottom line in a department or a fund. An example of a technical change would be adjusting materials and services between a department's divisions in the same fund.

**Proposed Process for Finalizing Amendments and Budget Notes**

- June 1st - Budget Office and Departments to present the proposed Budget Notes and amendments – Board, Program, ITAX, Carryover, Technical, Staffing and Revenue. Budget Office and departmental staff will be present to review the amendments and respond to questions. Board can leave or delete amendments from lists or ask for more information.
- June 8th – Discussion of Board amendments (or continued review of departmental amendments). Board can leave or delete amendments from lists or ask for more information. Or if the Board is ready, it may finalize the list of departmental and Board amendments and Budget Notes to include in the budget adoption resolution.

- June 9th -- Finalize list of departmental and Board amendments and Budget Notes to include in budget adoption resolution.
  - June 10th Board meeting – Board votes on amendments grouped by category. Board votes on Budget Notes. Commissioners can ask that any amendment be moved from group and voted on separately. Once amendments are approved, the budget adoption is voted on.
3. **Explain the fiscal impact (current year and ongoing).**  
The amendments will impact program services, revenues, and staffing.
  4. **Explain any legal and/or policy issues.**  
The amendments will be incorporated into the adopted budget, which sets the legal appropriation for departments.
  5. **Explain any citizen and/or other government participation that has or will take place.**  
Three evening public hearings have been scheduled to collect public input on the budget.

**Required Signatures:**

Department/Agency Director:  Date: 05/21/04

**Budget Analyst**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**Dept/Countywide HR**

By: \_\_\_\_\_ Date: \_\_\_\_\_

# **Wrapping up the Budget Process**

## **A Preview**

### **Tuesday 6/1**

- **Review Today's Agenda**
- SIP Budget presentation
- Budget to review Budget Amendment Report
  - Report will contain everything we have received to date from departments and board members
  - Report broken down in several categories of amendments
    - Board Amendments
    - Program Amendments
    - Carryover Amendments
    - ITAX Amendments
    - Technical Amendments
    - Staffing Amendments
    - Revenue Amendments
  - Proposed Budget notes will be reviewed
  - Staff will review departments/categories
  - Departments will be available for BCC Q&A
- Choreograph new BCC amendments, straw votes, next steps, etc
  - Board may introduce any amendments at this time
  - Try to reach consensus on technical amendments

### **Tuesday 6/8**

- Review Financial Policies
- Introduction of Revised Budget Amendment Report
  - Board may introduce any amendments at this time
  - Staff will review categories
  - Departments will be available for BCC Q&A
- Get consensus on final amendment list for adoption
- Review Budget Note language, get consensus on budget notes

### **Wednesday 6/9**

- TSCC Hearing
- Hold Open or Hold another work session on budget amendments

### **Thursday 6/10**

- Board adopts budget, Amendments, Notes
- Resolution Levying Ad Valorem Property Taxes
- Adopt Financial Policies
- Resolution Adopting Funds
- IMB Mainframe Migration Loan
- Convene as Hospital Authority and Approve Resolution for \$100,000,000 bond Issue

# CONTENTS

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- Response to 5/18/04 Information Requests by Department
  - DA (District Attorney)
  - DBCS (Dept of Business & Community Services)
  - DCHS (Dept of County Human Services)
  - DCJ (Dept of Community Justice)
  - HD (Health Department)
  - MCSO (Mult County Sheriffs Office)
  - NOND (Non-Departmental)



- 
- **Response to 5/18/04 Information Requests**
    - Amendment: Restore East County Neighborhood

# DA

<b>Date</b>	<b>BCC</b>	<b>Question</b>	<b>Status</b>
DA	Roberts	AMENDMENT: Restore East county Neighborhood DA	

# DBCS



- 
- Response to 5/18/04 Information Requests
    - Benefits and the Budget
    - Position Changes in CBS Admin/SAP
    - CBS Analysis of FTE Positions
    - CBS Fund Analysis

# CBS

<b>Date</b>	<b>BCC</b>	<b>Question</b>	<b>Status</b>
BS	Cruz	What are costs associated with the EBB, also what are choices provided to employee's of Health plans	
BS	Cruz	Details of all the positions in BS. Identify if they are new/cut/transfers, etc	
BS	Linn	Change in number of CBS positions over past few years	
BS	Cruz	CBS to follow up on information on budget by funding source.	
BS	Cruz/ Roberts/ Naito	More information on disposition plans for Montavilla building. Community desires. Bring back as briefing.	

## Benefits and the Budget

**From:** PARNELL Gail E  
**Sent:** Friday, May 21, 2004 2:54 PM  
**To:** MOUNTS Tony D; KAPLAN Daniel; DARGAN Karyne A  
**Subject:** Response to BCC Budget Questions

Hi Tony, Dan and Karyne,  
The following and attachments above are intended to fully respond to the Commissioner's questions regarding benefits and the budget.

Cruz	What are costs associated with the EBB, also what are choices provided to employee's of Health plans	Gail
------	--	------

The EBB Financial Operations Report attached details all expenditures of the EBB by month.

### Choices of Health Plans:

The CBAC believes the EBB should buy down premiums for the lowest cost health plan only. The attached premium sheets show the EBB agreed to continue buying down in this order: most buy down for Kaiser plan; next buy down amount for the ODS Preferred plan and the least buy down amount for the ODS Plus plan. This approach encourages employees to select Kaiser and ODS Preferred (our basic plans).

Let me know if you would like more information. Thanks, Gail

# Prosecuting Attorneys (MultCo) Health Plan Rates - July 1, 2003 - June 30, 2004 Plan Year

Prosecuting Attorneys ONLY - Per Contract, PLUS Plan rates: "Effective 7/1/03...employees may opt to self pay the premium difference between the higher of the ODS Preferred Plan and the ODS Plus Plan or the Kaiser Plan and ODS Plus Plan. Preferred rate used to calculate PLUS Employee contribution.

<b>Full Time Employee Rates</b>						
<b>Plus PPO Plan</b>						
	Total Premium	Contribution	EBB Buy Down	Dept Pays	Employee Pays	Per PayCheck
Single	\$360.00	\$315.00	\$0.00	Contribution	\$45.00	\$22.50
Two Party	\$719.00	\$630.00	\$0.00	Contribution	\$89.00	\$44.50
Family	\$1,025.00	\$898.00	\$0.00	Contribution	\$127.00	\$63.50
<b>Major Medical Plan (Employee receives \$50.00 monthly refund)</b>						
	Total Premium	County	EBB Buy Down	Dept Pays	Employee Pays	Per PayCheck
Single	\$213.00	\$213.00	\$0.00	\$0.00	\$0.00	\$0.00
Two Party	\$375.00	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$512.00	\$512.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Kaiser Medical</b>						
	Total Premium	County	EBB Buy Down	Dept Pays	Employee Pays	Per PayCheck
Single	\$281.00	\$235.00	\$41.00	\$5.00	\$0.00	\$0.00
Two Party	\$561.00	\$469.00	\$82.00	\$10.00	\$0.00	\$0.00
Family	\$799.00	\$669.00	\$115.00	\$15.00	\$0.00	\$0.00
<b>Preferred PPO Plan</b>						
	Total Premium	County	EBB Buy Down	Dept Pays	Employee Pays	Per PayCheck
Single	\$315.00	\$301.00	\$9.00	\$5.00	\$0.00	\$0.00
Two Party	\$630.00	\$603.00	\$17.00	\$10.00	\$0.00	\$0.00
Family	\$898.00	\$860.00	\$23.00	\$15.00	\$0.00	\$0.00
<b>ODS Dental</b>						
	Total Premium	County	EBB Buy Down	Dept Pays	Employee Pays	Per PayCheck
Single	\$44.00	\$41.00	\$0.00	\$3.00	\$0.00	\$0.00
Two Party	\$88.00	\$83.00	\$0.00	\$5.00	\$0.00	\$0.00
Family	\$125.00	\$118.00	\$0.00	\$7.00	\$0.00	\$0.00
<b>Kaiser Dental</b>						
	Total Premium	County	EBB Buy Down	Dept Pays	Employee Pays	Per PayCheck
Single	\$60.00	\$54.00	\$0.00	\$6.00	\$0.00	\$0.00
Two Party	\$119.00	\$107.00	\$0.00	\$12.00	\$0.00	\$0.00
Family	\$171.00	\$153.00	\$0.00	\$18.00	\$0.00	\$0.00

<b>Part Time Employee Rates</b>				
<b>Plus PPO Plan</b>				
	Total Premium	County	Employee	Per PayCheck
Single	\$360.00	\$213.00	\$147.00	\$73.50
Two Party	\$719.00	\$375.00	\$344.00	\$172.00
Family	\$1,025.00	\$512.00	\$513.00	\$256.50
<b>Major Medical Plan (Part-time employees not entitled to refund)</b>				
	Total Premium	County	Employee	Per PayCheck
Single	\$213.00	\$213.00	\$0.00	\$0.00
Two Party	\$375.00	\$375.00	\$0.00	\$0.00
Family	\$512.00	\$512.00	\$0.00	\$0.00
<b>Kaiser Medical</b>				
	Total Premium	County	Employee	Per PayCheck
Single	\$281.00	\$213.00	\$68.00	\$34.00
Two Party	\$561.00	\$375.00	\$186.00	\$93.00
Family	\$799.00	\$512.00	\$287.00	\$143.50
<b>Preferred PPO Plan</b>				
	Total Premium	County	Employee	Per PayCheck
Single	\$315.00	\$213.00	\$102.00	\$51.00
Two Party	\$630.00	\$375.00	\$255.00	\$127.50
Family	\$898.00	\$512.00	\$386.00	\$193.00
<b>ODS Dental</b>				
	Total Premium	County	Employee	Per PayCheck
Single	\$44.00	\$22.00	\$22.00	\$11.00
Two Party	\$88.00	\$44.00	\$44.00	\$22.00
Family	\$125.00	\$62.50	\$62.50	\$31.25
<b>Kaiser Dental</b>				
	Total Premium	County	Employee	Per PayCheck
Single	\$60.00	\$30.00	\$30.00	\$15.00
Two Party	\$119.00	\$59.50	\$59.50	\$29.75
Family	\$171.00	\$85.50	\$85.50	\$42.75

Part-time employees are not eligible for the EBB Buy Down

# Multnomah County Health Plan Rates - July 1, 2003 - June 30, 2004 Plan Year

County, EBB Buydown, and Full Time Employee Cost Share Rounded (up or down to nearest dollar)

<b>Full Time Employee Rates</b>					
<b>Plus PPO Plan</b>					
	Total Premium	County	EBB Buy Down	Employee	Per Paycheck
Single	\$360.00	\$328.00	\$0.00	\$32.00	\$16.00
Two Party	\$719.00	\$656.00	\$0.00	\$63.00	\$31.50
Family	\$1,025.00	\$935.00	\$0.00	\$90.00	\$45.00
<b>Major Medical Plan (Employee receives \$50.00 monthly refund)</b>					
	Total Premium	County	EBB Buy Down	Employee	Per Paycheck
Single	\$213.00	\$213.00	\$0.00	\$0.00	\$0.00
Two Party	\$375.00	\$375.00	\$0.00	\$0.00	\$0.00
Family	\$512.00	\$512.00	\$0.00	\$0.00	\$0.00
<b>Kaiser Medical</b>					
	Total Premium	County	EBB Buy Down	Employee	Per Paycheck
Single	\$281.00	\$235.00	\$41.00	\$5.00	\$2.50
Two Party	\$561.00	\$469.00	\$82.00	\$10.00	\$5.00
Family	\$799.00	\$669.00	\$115.00	\$15.00	\$7.50
<b>Preferred PPO Plan</b>					
	Total Premium	County	EBB Buy Down	Employee	Per Paycheck
Single	\$315.00	\$301.00	\$9.00	\$5.00	\$2.50
Two Party	\$630.00	\$603.00	\$17.00	\$10.00	\$5.00
Family	\$898.00	\$860.00	\$23.00	\$15.00	\$7.50
<b>ODS Dental</b>					
	Total Premium	County	EBB Buy Down	Employee	Per Paycheck
Single	\$44.00	\$41.00	\$0.00	\$3.00	\$1.50
Two Party	\$88.00	\$83.00	\$0.00	\$5.00	\$2.50
Family	\$125.00	\$118.00	\$0.00	\$7.00	\$3.50
<b>Kaiser Dental</b>					
	Total Premium	County	EBB Buy Down	Employee	Per Paycheck
Single	\$60.00	\$54.00	\$0.00	\$6.00	\$3.00
Two Party	\$119.00	\$107.00	\$0.00	\$12.00	\$6.00
Family	\$171.00	\$153.00	\$0.00	\$18.00	\$9.00

<b>Part Time Employee Rates</b>				
<b>Plus PPO Plan</b>				
	Total Premium	County	Employee	Per Paycheck
Single	\$360.00	\$213.00	\$147.00	\$73.50
Two Party	\$719.00	\$375.00	\$344.00	\$172.00
Family	\$1,025.00	\$512.00	\$513.00	\$256.50
<b>Major Medical Plan (Part-time employees not entitled to refund)</b>				
	Total Premium	County	Employee	Per Paycheck
Single	\$213.00	\$213.00	\$0.00	\$0.00
Two Party	\$375.00	\$375.00	\$0.00	\$0.00
Family	\$512.00	\$512.00	\$0.00	\$0.00
<b>Kaiser Medical</b>				
	Total Premium	County	Employee	Per Paycheck
Single	\$281.00	\$213.00	\$68.00	\$34.00
Two Party	\$561.00	\$375.00	\$186.00	\$93.00
Family	\$799.00	\$512.00	\$287.00	\$143.50
<b>Preferred PPO Plan</b>				
	Total Premium	County	Employee	Per Paycheck
Single	\$315.00	\$213.00	\$102.00	\$51.00
Two Party	\$630.00	\$375.00	\$255.00	\$127.50
Family	\$898.00	\$512.00	\$386.00	\$193.00
<b>ODS Dental</b>				
	Total Premium	County	Employee	Per Paycheck
Single	\$44.00	\$22.00	\$22.00	\$11.00
Two Party	\$88.00	\$44.00	\$44.00	\$22.00
Family	\$125.00	\$62.50	\$62.50	\$31.25
<b>Kaiser Dental</b>				
	Total Premium	County	Employee	Per Paycheck
Single	\$60.00	\$30.00	\$30.00	\$15.00
Two Party	\$119.00	\$59.50	\$59.50	\$29.75
Family	\$171.00	\$85.50	\$85.50	\$42.75

Part-time employees are not eligible for the EBB Buy Down

## TAXABLE VALUE OF MEDICAL/DENTAL COVERAGE FOR DOMESTIC PARTNERS

### Effective July 1, 2003 through June 30, 2004

Multnomah County employees who are covered under the County's medical/dental plans may enroll an eligible domestic partner and the domestic partner's eligible dependents for coverage.

**According to the Internal Revenue Service, coverage for domestic partners and/or domestic partner's dependents (who are not eligible tax dependents of County employee) is a taxable benefit to the employee.**

The taxable value is amount to the fair market value of group coverage for the person(s) enrolled as domestic partner or domestic partner's dependent(s). An employee who enrolls a domestic partner is taxed on the one-party premium for the coverage selected. An employee who enrolls a domestic partner and dependent(s) of the domestic partner (who is/are not an eligible tax dependent of county employee) is taxed on 50% of the family premium.

The value of the coverage is added to County employee's gross income. Employee's tax calculation will be based on the sum of gross income PLUS the value of domestic partner coverage(s). The tax impact of this coverage is not shown separately on your paycheck.

The chart below shows the value of domestic partner coverage. Amounts are listed in a monthly format. Since paychecks are issued twice a month, the amount listed on each paycheck will be one-half of the amount listed below.

Enrollment Election Monthly Value	PLUS PPO	Major Medical	Kaiser Medical	Preferred PPO	ODS Dental	Kaiser Dental
Employee + Domestic Partner	360.00	213.00	281.00	315.00	44.00	60.00
Employee + Domestic Partner + Child(ren) of Domestic Partner	512.50	256.00	399.50	449.00	62.50	85.50

# Multnomah County Health Plan Rates - July 1, 2004 - June 30, 2005 Plan Year

Employee Cost share reflects pass through of all enhancement costs.

<b>Full Time Employee Rates</b>									
<b>Kaiser Medical (No Enhancements)</b>									
	Premium	Enhancement		Total Premium	County		EBB Buy Down	Employee	Per Paycheck
Single	313.38	\$0.00		\$313.38	\$259.95		\$48.43	\$5.00	\$2.50
Two Party	626.76	\$0.00		\$626.76	\$519.90		\$96.86	\$10.00	\$5.00
Family	893.12	\$0.00		\$893.12	\$741.95		\$136.17	\$15.00	\$7.50
<b>Plus PPO Plan (Enhancement is the upgrade of Physical Exam Allowance)</b>									
	Premium	Enhancement		Total Premium	County		EBB Buy Down	Employee	Per Paycheck
Single	\$398.10	\$2.52		\$400.62	\$336.11		\$29.99	\$34.52	\$17.26
Two Party	\$796.24	\$5.02		\$801.26	\$673.26		\$59.98	\$68.02	\$34.01
Family	\$1,135.46	\$7.16		\$1,142.62	\$959.93		\$85.53	\$97.16	\$48.58
<b>Major Medical Plan (Employee receives \$50.00 monthly refund) (Enhancement = add mail order Rx)</b>									
	Premium	Enhancement	EBB Refund	Total Premium	County	EBB Refund	EBB Buy Down	Employee	Per Paycheck
Single	180.46	\$0.00	\$50.00	\$230.46	\$180.46	\$50.00	\$0.00	\$0.00	\$0.00
Two Party	359.74	\$0.00	\$50.00	\$409.74	\$359.74	\$50.00	\$0.00	\$0.00	\$0.00
Family	512.44	\$0.00	\$50.00	\$562.44	\$512.44	\$50.00	\$0.00	\$0.00	\$0.00
<b>Preferred PPO Plan - Enhancements upgrade Physical Exam , add Alternative Care</b>									
	Premium	Enhancement		Total Premium	County		EBB Buy Down	Employee	Per Paycheck
Single	\$349.30	\$2.82		\$352.12	\$308.99		\$35.31	\$7.82	\$3.91
Two Party	\$698.60	\$5.64		\$704.24	\$618.98		\$69.62	\$15.64	\$7.82
Family	\$996.24	\$8.04		\$1,004.28	\$883.20		\$98.04	\$23.04	\$11.52
<b>ODS Dental - Enhancement add nightguard coverage</b>									
	Premium	Enhancement		Total Premium	County		EBB Buy Down	Employee	Per Paycheck
Single	\$46.40	\$0.14		\$46.54	\$42.08		\$0.00	\$4.46	\$2.23
Two Party	\$92.82	\$0.28		\$93.10	\$85.20		\$0.00	\$7.90	\$3.95
Family	\$132.26	\$0.40		\$132.66	\$121.52		\$0.00	\$11.14	\$5.57
<b>Kaiser Dental - No Enhancements</b>									
	Premium	Enhancement		Total Premium	County		EBB Buy Down	Employee	Per Paycheck
Single	\$64.76	\$0.00		\$64.76	\$56.72		\$0.00	\$8.04	\$4.02
Two Party	\$129.52	\$0.00		\$129.52	\$113.44		\$0.00	\$16.08	\$8.04
Family	\$184.54	\$0.00		\$184.54	\$160.74		\$0.00	\$23.80	\$11.90

# Multnomah County Health Plan Rates - July 1, 2004 - June 30, 2005 Plan Year

<b>Part Time Employee Rates</b>								
<b>Kaiser Medical</b>								
	<b>Premium</b>	<b>Enhancement</b>		<b>Total Premium</b>	<b>County</b>	<b>1xOffset</b>	<b>Employee</b>	<b>Per PayCheck</b>
Single	313.38	0		\$313.38	\$230.46	\$48.44	\$34.48	\$17.24
Two Party	626.76	0		\$626.76	\$409.74	\$96.86	\$120.16	\$60.08
Family	893.12	0		\$893.12	\$562.44	\$138.02	\$192.66	\$96.33
<b>Plus PPO Plan</b>								
	<b>Premium</b>	<b>Enhancement</b>		<b>Total Premium</b>	<b>County</b>	<b>1xOffset</b>	<b>Employee</b>	<b>Per PayCheck</b>
Single	\$398.10	\$2.52		\$400.62	\$230.46	\$0.00	\$170.16	\$85.08
Two Party	\$796.24	\$5.02		\$801.26	\$409.74	\$0.00	\$391.52	\$195.76
Family	\$1,135.46	\$7.16		\$1,142.62	\$562.44	\$0.00	\$580.18	\$290.09
<b>Major Medical Plan (Part-time employees not entitled to refund)</b>								
	<b>Premium</b>	<b>Enhancement</b>	<b>EBB Refund</b>	<b>Total Premium</b>	<b>County</b>	<b>1xOffset</b>	<b>Employee</b>	<b>Per PayCheck</b>
Single	180.46	0	\$50.00	\$230.46	\$230.46	\$0.00	\$0.00	\$0.00
Two Party	359.74	0	\$50.00	\$409.74	\$409.74	\$0.00	\$0.00	\$0.00
Family	512.44	0	\$50.00	\$562.44	\$562.44	\$0.00	\$0.00	\$0.00
<b>Preferred PPO Plan</b>								
	<b>Premium</b>	<b>Enhancement</b>		<b>Total Premium</b>	<b>County</b>	<b>1xOffset</b>	<b>Employee</b>	<b>Per PayCheck</b>
Single	\$349.30	\$2.82		\$352.12	\$230.45	\$42.21	\$79.46	\$39.73
Two Party	\$698.60	\$5.64		\$704.24	\$409.73	\$84.43	\$210.08	\$105.04
Family	\$996.24	\$8.04		\$1,004.28	\$562.44	\$120.40	\$321.44	\$160.72
<b>ODS Dental</b>								
	<b>Premium</b>	<b>Enhancement</b>		<b>Total Premium</b>	<b>County</b>	<b>1xOffset</b>	<b>Employee</b>	<b>Per PayCheck</b>
Single	\$46.40	\$0.14		\$46.54	\$23.28	\$0.00	\$23.26	\$11.63
Two Party	\$92.82	\$0.28		\$93.10	\$46.56	\$0.00	\$46.54	\$23.27
Family	\$132.26	\$0.40		\$132.66	\$66.34	\$0.00	\$66.32	\$33.16
<b>Kaiser Dental</b>								
	<b>Premium</b>	<b>Enhancement</b>		<b>Total Premium</b>	<b>County</b>	<b>1xOffset</b>	<b>Employee</b>	<b>Per PayCheck</b>
Single	\$64.76	\$0.00		\$64.76	\$32.38	\$0.00	\$32.38	\$16.19
Two Party	\$129.52	\$0.00		\$129.52	\$64.76	\$0.00	\$64.76	\$32.38
Family	\$184.54	\$0.00		\$184.54	\$92.28	\$0.00	\$92.26	\$46.13

## TAXABLE VALUE OF MEDICAL/DENTAL COVERAGE FOR DOMESTIC PARTNERS(\*)

### Effective July 1, 2004 through June 30, 2005

Multnomah County employees who are covered under the County's medical/dental plans may enroll an eligible domestic partner(\*) and the domestic partner's(\*) eligible dependents for coverage.

**According to the Internal Revenue Service, coverage for domestic partners(\*) and/or domestic partner's(\*) dependents (who are not eligible tax dependents of County employee) is a taxable benefit to the employee.**

The taxable value is amount to the fair market value of group coverage for the person(s) enrolled as domestic partner(\*) or domestic partner's(\*) dependent(s). An employee who enrolls a domestic partner(\*) is taxed on the one-party premium for the coverage selected. An employee who enrolls a domestic partner(\*) and dependent(s) of the domestic partner(\*) (who is/are not an eligible tax dependent of county employee) is taxed on 50% of the family premium.

The value of the coverage is added to County employee's gross income. Employee's tax calculation will be based on the sum of gross income PLUS the value of domestic partner (\*) coverage(s). The tax impact of this coverage is not shown separately on your paycheck.

The chart below shows the value of domestic partner(\*) coverage. Amounts are listed in a monthly format. Since paychecks are issued twice a month, the amount listed on each paycheck will be one-half of the amount listed below.

Enrollment Election Monthly Value	PLUS PPO	Major Medical	Kaiser Medical	Preferred PPO	ODS Dental	Kaiser Dental
Employee + Domestic Partner(*)	400.62	230.46	313.38	352.12	46.54	64.76
Employee + Domestic Partner(*) + Child(ren) of Domestic Partner(*)	571.32	281.22	446.56	502.14	66.34	92.28

\* At this time the IRS does not recognize same sex marriages. For the purpose of benefit administration, a same sex spouse is considered a domestic partner and coverage is subject to the imputed income tax. Should IRS regulations change, those employee affected will be notified.

Multnomah County Employee Benefit Board Financial Operations Report (July 1, 2003 - June 30, 2004)

RECEIPTS		Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Year-to-Date	
<b>Contributions</b>															
a	County (Estimate Based on Population)	\$2,803,877	\$2,753,936	\$2,764,112	\$2,775,320	\$2,784,778	\$2,797,674	\$2,803,195	\$2,810,921	\$2,814,526	\$2,800,106			\$27,908,445	
b	DA's Contribution for ProsAtty CostShare	\$1,225	\$1,230	\$1,238	\$1,246	\$1,284	\$1,289	\$1,289	\$1,326	\$1,318	\$1,299	\$0	\$0	\$12,745	
c	Full-Time Employee Cost Share	\$139,431	\$136,616	\$136,621	\$137,753	\$137,764	\$138,025	\$139,667	\$138,512	\$138,760	\$138,204	\$0	\$0	\$1,381,352	
d	Part Time Employee Buy - Up	\$55,650	\$54,340	\$54,165	\$53,454	\$52,770	\$53,063	\$53,636	\$51,595	\$50,699	\$49,814	\$0	\$0	\$529,183	
e	COBRA Premiums	\$18,096	\$25,874	\$24,224	\$21,394	\$28,505	\$15,967	\$22,422	\$20,488	\$23,952	\$20,393			\$221,314	
f	<i>Subtotal</i>	\$3,018,279	\$2,971,997	\$2,980,359	\$2,989,167	\$3,005,100	\$3,006,018	\$3,020,208	\$3,022,841	\$3,029,254	\$3,009,816	\$0	\$0	\$30,053,037	
<b>Other Income</b>															
g	FUND TRANSFER FROM PRIOR YEAR	\$10,624,595												\$10,624,595	
h	Interest Income	\$19,178			\$21,338			\$20,181	\$18,874					\$79,571	
i	Interest correction 7/02-6/03								\$129,213					\$129,213	
j	Interest correction 7/01-6/02								\$17,829					\$17,829	
k	Rx Plan Rebate	\$12,081		\$15,694		\$27,889				\$29,803				\$85,467	
l	Performance Guarantee Penalties			\$37,253										\$37,253	
m	Agent Fee Paid by Kaiser	\$10,238	\$1,507	\$13,517	\$0		\$6,743	\$13,469	\$0	\$6,748	\$6,788			\$59,009	
n	<i>Subtotal</i>	\$10,666,091	\$1,507	\$66,464	\$21,338	\$27,889	\$6,743	\$33,650	\$165,915	\$36,551	\$6,788	\$0	\$0	\$11,032,936	
<b>Total Receipts</b>		<b>\$13,684,370</b>	<b>\$2,973,503</b>	<b>\$3,046,823</b>	<b>\$3,010,505</b>	<b>\$3,032,988</b>	<b>\$3,012,761</b>	<b>\$3,053,858</b>	<b>\$3,188,756</b>	<b>\$3,065,806</b>	<b>\$3,016,604</b>	<b>\$0</b>	<b>\$0</b>	<b>\$41,085,974</b>	
<b>DISBURSEMENTS - Premium and Benefit Payments</b>															
o	Medical Claims Paid	\$3,728	\$553,607	\$568,552	\$793,160	\$647,030	\$718,835	\$632,995	\$760,653	\$1,012,694	\$762,086			\$6,453,341	
p	Medical Claims IBNR - Incurred in Prior Plan Year	\$836,060	\$127,909	\$46,693	\$48,384	\$19,734	9,783.00	\$5,361	\$3,048	\$3,615	\$8,127			\$1,108,714	
q	Dental Claims Paid	0.00	\$147,539	\$147,495	\$142,374	\$152,561	\$132,909	\$111,893	\$141,425	\$172,948	\$145,921			\$1,295,064	
r	Dental Claims IBNR - Incurred in Prior Plan Year	\$110,602	\$15,946	\$9,682	\$6,994	\$3,308	\$257	\$1,623	\$557	\$300	\$0			\$149,269	
s	ODS Admin Fees	\$53,196	\$50,774	\$52,456	\$52,190	\$52,428	\$52,316	\$52,417	\$51,892	\$52,908	\$52,868			\$523,445	
t	Stop Loss Premium	\$8,647	\$8,267	\$8,560	\$8,504	\$8,545	\$8,501	\$8,525	\$8,428	\$8,628	\$8,589			\$85,193	
u	Alternative Care Network Fees (IBNR)	\$929	\$282	\$218	\$19	\$0	\$33	\$0	\$0	\$0	\$0			\$1,480	
v	Advance PCS Claims	\$185,480	\$169,359	\$202,514	\$186,578	\$167,920	\$207,763	\$201,647	\$183,638	\$218,537	\$209,855			\$1,933,291	
w	Advance PCS Fees	\$1,330	\$1,213	\$1,022	\$1,144	\$1,322	\$1,212	\$1,242	\$1,350	\$1,455	\$1,315			\$12,604	
x	OMIP Assessment	\$25,301	\$0	\$0	\$0	\$0	\$0	\$0	\$25,252	\$0	\$0			\$50,553	
y	Kaiser Medical Premium	\$1,407,734	\$1,383,258	\$1,382,472	\$1,379,706	\$1,390,345	\$1,390,037	\$1,394,746	\$1,399,678	\$1,401,742	\$1,401,742	\$0	\$0	\$13,931,460	
z	Kaiser Dental Premium	\$279,614	\$274,632	\$274,664	\$274,434	\$275,983	\$275,968	\$276,862	\$277,926	\$278,524	\$278,524	\$0	\$0	\$2,767,133	
aa	Refund to Full-Time Opt Out Participants	\$41,100	\$41,250	\$43,350	\$43,800	\$44,850	\$45,300	\$44,400	\$44,850	\$44,550	\$44,100	\$0	\$0	\$437,550	
bb	Refund to Part-Time Opt Out Participants	\$7,800	\$8,175	\$8,175	\$8,325	\$8,475	\$8,625	\$9,000	\$8,850	\$9,150	\$9,000	\$0	\$0	\$85,575	
cc	Refund to Major Medical Participants	\$1,100	\$1,100	\$1,150	\$1,150	\$1,100	\$1,150	\$1,050	\$1,150	\$1,100	\$1,400	\$0	\$0	\$11,450	
dd	<i>Subtotal</i>	\$2,962,623	\$2,783,310	\$2,747,002	\$2,946,762	\$2,773,601	\$2,852,688	\$2,741,759	\$2,908,697	\$3,206,151	\$2,923,528	\$0	\$0	\$28,846,121	
<b>Operating Expenses</b>															
ee	Meeting Expenses	\$52	\$52	\$80	\$99	\$70	\$139	\$344	\$55	\$363	\$52			\$1,306	
ff	Educational Conferences & Dues	\$1,800	\$1,266	\$552	\$3,179	\$844	\$2,763	\$6,091	\$548	\$12,311	\$2,064			\$31,418	
gg	Printing/Mail Telephone/Online	\$383	\$655	\$637	\$251	\$2	\$953	\$265	\$1,856	\$245	\$8,866			\$14,113	
hh	Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11			\$11	
<b>Professional Fees</b>															
ii	Consulting Services	\$10,238	\$11,895	\$11,749	\$10,286	\$0	\$7,898	\$15,698	\$18,428	\$11,603	\$13,114			\$110,906	
jj	MERP Admin Fees	\$2,010	\$2,006	\$2,021	\$2,029	\$2,074	\$2,089	\$2,108	\$2,111	\$2,491	\$2,104			\$21,042	
kk	COBRA Admin Fees	\$1,723	\$1,544	\$1,327	\$1,584	\$1,252	\$1,272	\$1,233	\$1,141	\$1,080	\$1,042			\$13,196	
ll	<i>Subtotal</i>	\$16,205	\$17,419	\$16,366	\$17,428	\$4,242	\$15,113	\$25,738	\$24,138	\$28,092	\$27,252	\$0	\$0	\$191,993	
<b>Total Disbursements</b>		<b>\$2,978,828</b>	<b>\$2,800,729</b>	<b>\$2,763,368</b>	<b>\$2,964,190</b>	<b>\$2,777,842</b>	<b>\$2,867,800</b>	<b>\$2,767,497</b>	<b>\$2,932,835</b>	<b>\$3,234,243</b>	<b>\$2,950,780</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,038,114</b>	
<b>Account Balance</b>		<b>\$10,705,542</b>	<b>\$172,774</b>	<b>\$283,455</b>	<b>\$46,315</b>	<b>\$255,146</b>	<b>\$144,960</b>	<b>\$286,361</b>	<b>\$255,921</b>	<b>-\$168,437</b>	<b>\$65,824</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,047,860</b>	
Monthly Disbursements as Percentage of Annual Budget		9%	8%	8%	9%	8%	8%	8%	9%	10%	9%	0%	0%		
<b>Total YTD Disbursements as Percent of Annual Budget</b>															<b>85%</b>

Interest 4-6/03  
Rx Rebate 1-3/03

KOR: Yr 7/02-5/03 Interest 7-9/03  
Rx Rebate 4-6/03

Rx Rebate 7-9/03

Interest 10-12/03  
Interest correct Rx Rebate 10-12/03  
7/02-12/03



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF BUSINESS  
AND COMMUNITY SERVICES  
  
COUNTY BUSINESS SERVICES

MULTNOMAH BUILDING  
501 SE HAWTHORNE BLVD, 4<sup>th</sup> FLOOR  
PO BOX 14700  
PORTLAND OR 97293-0700

PHONE (503) 988-5000  
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TDD (503) 988-5170

## Memorandum

To: Multnomah County Board of Commissioners  
From: Tony Mounts, County Business Services  
Subject: Positions Changes in CBS Admin/SAP  
Date: May 24, 2004

Attached is a schedule summarizing the position changes in programs grouped in CBS Administration/SAP, which is treated as an organizational unit in our budget. This memo provides additional description of these changes by program area.

### **SAP**

SAP shows a one position increase for the unit manager. The position was transferred from IT. Supervision of the SAP team had been split between Finance and IT during FY02 and FY03. In July, 2003, the supervising IT manager retired allowing the use of this position to provide dedicated supervision to the team. The Finance supervisor is now in FBAT.

### **Sustainability**

No change.

### **Service Performance Group**

This group shows the most change. The Program Manager 2 position that had managed Organizational Effectiveness was eliminated. A third of an HR Analyst Sr and 1.00 FTE HR Analyst were transferred to HR/Risk to provide County-wide training support for loss prevention training. One Research/Evaluation Analyst, Sr was transferred to the Budget Office and one R/E position was cut after a resignation. The Administrative Analyst position was transferred from DBCS admin and the 3 Program Manager, Sr positions were established from the eliminated positions. The 3 Program Managers, Sr are the Account Managers.

### **CBS Admin**

The Program Manager Sr position was the Director of Budget & Service Improvement. A Health Manager Sr position was transferred from Health with the Health Business Services division. This position was eliminated to create a Program Manager, Sr position, which is split between Admin (.5) and Finance Operations (.5).

Please let me know if you have additional questions.

**CBS Admin/SAP  
FTE Changes By Program**

	<b>FY04</b>	<b>FY05</b>	<b>Change</b>
<b>SAP</b>			
Program Mgr, Sr	0.00	1.00	1.00 Position xfr from IT
Administrative Ass't	1.00	1.00	0.00
Business Analyst, Sr	8.00	8.00	0.00
Learning Systems Analyst	2.00	2.00	0.00
<b>Sub-Total SAP</b>	<b>11.00</b>	<b>12.00</b>	<b>1.00</b>
<b>Sustainability</b>			
Management Ass't	1.00	1.00	0.00
Program Development Spec	1.00	1.00	0.00
<b>Sub-Total Sustainability</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>
<b>Service Performance Group</b>			
Program Mgr 2	1.00	0.00	(1.00)
HR Analyst, Sr	1.00	0.67	(0.33)
HR Analyst	1.00	0.00	(1.00)
Research/Eval Analyst, Sr	3.00	1.00	(2.00) 1 position xfr to Budget
HR Mgr 1	1.00	1.00	0.00
Admin Analyst	0.00	1.00	1.00 xfr in from DBCS admin
Program Mgr, Sr	0.00	3.00	3.00
<b>Sub-Total SPG</b>	<b>7.00</b>	<b>6.67</b>	<b>(0.33)</b>
<b>CBS Admin</b>			
Program Mgr, Sr	1.00	1.00	0.00
Program Mgr, Sr	0.00	0.50	0.50 xfr from Health
<b>Sub-Total CBS Admin</b>	<b>1.00</b>	<b>1.50</b>	<b>0.50</b>
<b>Total CBS Admin/SAP</b>	<b>21.00</b>	<b>22.17</b>	<b>1.17</b>

**County Business Services  
Analysis of Full-Time Equivalent Positions**

	<u>2002-3 Adopted</u>	<u>2003-4 Adopted(a)</u>	<u>2004-5 Approved(b)</u>
<b>Business Services Administration (c )</b>	23.76	21.00	22.17
<b>Central Human Resources (c )</b>	46.96	46.50	
<b>Departmental Human Resources</b>		23.50	
<b>Total Human Resources</b>		70.00	65.66
<b>Central Finance Operations (c )</b>	22.12	21.80	
<b>Department Finance Operations</b>		68.10	
<b>Total Finance Operations</b>		89.90	87.90
<b>Information Technology</b>	196.60	192.00	169.00
<b>Facilities</b>	111.50	94.50	94.00
<b>FREDS (c )</b>	55.20	54.00	55.00
<b>CBS Total Without Transfers</b>	456.14	429.80	
<b>CBS Total With Transfers</b>		521.40	493.73

(a) Data on departmental HR and Finance Operations Staff that would be comparable to the "transferred staff" are not available for all departments for FY 2002-3. However, some departments did reduce this staff between FY 2002-3 and FY 2003-4. For example, the Health Department's HR team was reduced from 13.8 FTE to 12.1 FTE. Its Finance Operations Team shrank from 28.8 to 25.2. DCJ reduced its Business Services Team by 1.0 FTE. DCHS reduced its HR team by 1.0 FTE.

(b) The Finance Operations budget for FY 04-5 contains salary savings of \$287,325, which is comparable to an additional reduction of roughly 4.5 FTE. The HR budget contains salary savings of \$77,000 or roughly 1.0 FTE. These will further reduce the actual 2004-5 staffing from the numbers that appear above.

(c ) 2002-3 FTE numbers for Administration, Central HR and FREDS are not the printed adopted budget numbers, but rather numbers that have been adjusted in a way to make them comparable to the current organization. The predecessor to the Administration office used to have the Budget Office within it, but did not have the SAP team. Central HR has payroll within it now, but did not in the past. FREDS has Records and Materials Management within it now, but did not in the past. Central Accounts Payables (AP) and Contracts and Procurement Administration (CPCA) were part of the Finance Division in 2002-3. When CBS was formed they became the "central units" within Finance Operations.

## County Business Services Fund Analysis

<u>Fund Name</u>	<u>04 Adopted</u>	<u>05 Proposed</u>	<u>Change</u>	<u>Reasons for change</u>
<b>General Fund</b>	<b>11,003,119</b>	<b>3,151,160</b>	<b>(7,851,959)</b>	The decrease in General Fund appropriation results from a shift in funding for Administration, Finance Operations, HR, Records and Materials Management from the General Fund to the new Business Services Fund, the Distribution Fund, and the DP Fund. Remaining General Fund dollars in FY05 represent a subsidy to cover the shortfall in service reimbursement for Finance Operations and Information Technology, and to cover lease costs for Hooper Detox, "mothballing" costs for Wapato, and M&S in the Sustainability Program.
<b>Capital</b>	<b>35,258,094</b>	<b>31,313,331</b>	<b>(3,944,763)</b>	The change is due to completion of projects and fewer new major construction projects on line.
<b>Risk</b>	<b>51,422,861</b>	<b>56,356,351</b>	<b>4,933,490</b>	The increase comes from a combination of a larger amount in beginning working capital (BWC) in FY05; as well as budgeting an FY04 contingency balance held over to cover insurance and claims paid ,after adjustments for costs and contributions by departments.
<b>Fleet</b>	<b>8,576,764</b>	<b>7,617,058</b>	<b>(959,706)</b>	Operational changes reflect adjustments in service requests (smaller fleet) to meet demand from departments and reduced backlog of fleet orders (capital purchases).
<b>Telephone</b>	<b>5,603,634</b>	<b>-</b>	<b>(5,603,634)</b>	Fund resources consolidated with Data Processing Fund for operational purposes.
<b>Data Processing</b>	<b>21,191,872</b>	<b>28,543,197</b>	<b>7,351,325</b>	Fund increased because the Telephone fund balances were rolled into fund to form one operating resource due to converging technologies and shifts of DP projects from the General Fund.
<b>Distribution</b>	<b>1,526,379</b>	<b>3,549,617</b>	<b>2,023,238</b>	Increased expenditures derived from the consolidation of Materiel Management budget, higher Facilities cost for relocated operations plus postage costs for ITAX mailings.
<b>Facilities</b>	<b>37,000,996</b>	<b>35,880,310</b>	<b>(1,120,686)</b>	Operating Fund shrinkage results from decreased contractual services; lease termination and expirations; reduced maintenance costs due to expired external contracts; and supplies.
<b>CBS Fund</b>	<b>-</b>	<b>17,301,908</b>	<b>17,301,908</b>	The Business Services Fund is established in FY 05. Budgeted in this fund are Administration, Finance Operations/SAP, and HR. These are operations that were prviously in the General Fund. The Business Services Fund includes service areas that were previously in the General Fund, as well as the costs of staff transferred in from line departments, and new internal service charges.
<b>Total Funds</b>	<b>171,583,719</b>	<b>183,712,932</b>	<b>12,129,213</b>	

# **DCHS**



- 
- Response to 5/18/04 Information Requests
    - Staffing in ADS Adult Protective Services

**MEMO**

**Date:** May 14, 2004

**To:** Maria Rojo de Steffey

**From:** Mary Shortall

**Subject:** Staffing in ADS Adult Protective Services – Response to Questions

This is a response to your question about the reduction in the Aging and Disability Services Division budget from the '04 to the '05 for Adult Protective Services, which shows a reduction of 3 FTE and a 10% reduction in capacity.

*Proportion of funding matched by Medicaid* – Unfortunately, our ability to use Medicaid match is decreasing because the Legislative cuts to Medicaid levels 14-17 mean that fewer people qualify for the Medicaid funded services. In addition, if OHP Standard is not funded or is significantly reduced, it further erodes the number of Medicaid eligible people in the county. This is happening at the very same time that the number of people at risk is growing (frailty and consequently, self neglect increase in the over 85 population, our fastest growing population in Multnomah County). Our ability to match with federal funds will be in the range of about 25 to 30 % these positions funded by Medicaid.

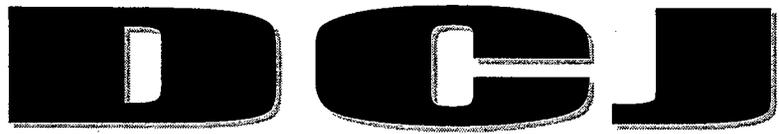
*The cost of the positions and the client impact-*

Community Health Nurse - 1 FTE – full cost (personnel, M&S, indirect) \$83,809  
(This position would increase our ability to assess another 300 clients with complex needs and make appropriate interventions.

Case Manager Senior – 2 FTE – full cost (personnel, M&S, indirect) \$152,827  
These positions would allow the addition of case management and risk intervention services for about 390 people who do not have other options for this type of assistance through the state funded services.

Please let me know if you have further questions.

Copy: Patricia Pate  
Betty Glantz  
Mike Jaspin



- 
- Response to 5/18/04 Information Requests

# DCJ

5/18/04			
DCJ	Cruz	How do our recidivism rates compare to other counties in the state	
DCJ	Rojo	What is the number of low-risk offenders in clean court?	
DCJ	Naito	Would like outcome information or statistical results from Clean Court?	
DCJ	Rojo	What is the cost to sustain Clean Court for low risk offenders? Look at the saving on the part of Clean Court that services low risk offenders. Provide cost estimate	
DCJ	Linn	Look at A&D treatment as it affects STOP program and Clean Court?	
DCJ	Cruz	Monitor city actions/role vs. JAIBG backfill (gangs)	
DCJ	Cruz	<b>AMENDMENT:</b> Restore Gang Supervision PO (\$65k)	
DCJ	CRUZ	<b>AMENDMENT:</b> Placeholder for gang intervention strategy enhancement	
DCJ	Cruz	Report on Corrections Health Nurse at Donald E Long facility mitigation plan and number of incidents report.	
DCJ	Roberts	Provide information on Education and Training budget	

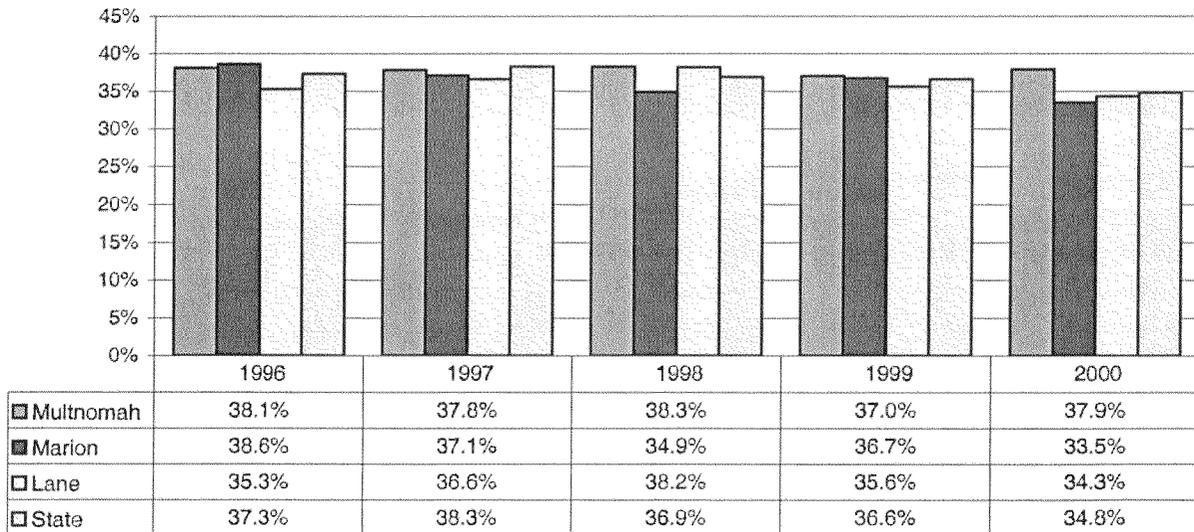
Department of Community Justice  
Board Budget Hearings  
May 18, 2004

**Response to Questions by the Board**

1. How do our recidivism rates compare to other counties in the State?  
(Commissioner Cruz)

We only have the information to compare through 2000. We will forward the last couple of years of recidivism data when we receive it in a few weeks. When looking at these numbers comparing recidivism in Multnomah County to these next larger counties please remember a couple of critical differences. In Multnomah County, many lower risk youth are not placed on probation who would be placed on probation in Lane, Washington or Marion Counties. These lower risk youth recidivate at a lower level, thus bringing down the percentage of recidivism of all youth on probation in those counties. Multnomah County also has more gang offenders than these other counties. Multnomah County also historically had higher concentrations of poverty and youth who do not attend school- both are factors which can increase the risk for youthful offenders.

**Juvenile Recidivism for Multnomah, Marion, and Lane Counties  
and State of Oregon: 1996-2000 Offenders**



2. What is the number of low-risk offenders in Clean Court? (Commissioner Rojo)
3. Would like outcome information or statistical results from Clean Court (Commissioner Naito)

4. What is the cost to sustain Clean Court for low risk offenders? Look at the savings on the part of Clean Court that services low risk offenders. Provide cost estimate (Commissioner Rojo)
5. Look at A&D treatment as it affects STOP program and Clean Court (Chair Linn)

**Drug Court Proposal: \$335,707**

Purpose Statement:

To provide a continuum of treatment services for low/limited risk offenders charged with Level I PCS, to include those terminated from the STOP Drug Court. The proposed supervision plan will maximize treatment for this population of 175 to 200 offenders per year at a minimal cost.

Proposed Staffing Pattern:

One FTE Probation/Parole Officer	\$51,206
One FTE Corrections Counselor	\$64,943
One half-time (20 hours per wk) Office Assistant	\$23,197

Proposed Treatment Costs:

The majority of outpatient treatment would be provided by InAct Treatment Services. A small amount of the treatment funds will be used to fund appropriate treatment for those with special needs. The estimated cost of this treatment would be \$176,392 per year.

The proposed drug court would provide a reduced model of the current Clean Court program, maintaining the Judicial influence for this population of offenders. The primary focus would be to engage and maintain as many offenders in treatment as possible at a minimal cost.

6. Monitor city actions/roles vs. JAIBG backfill (gangs) (Commissioner Cruz)
  - *Placeholder; no formal action at this time.* The Mayor's Office says that they will have an answer by May 25, 2004.
7. **Amendment:** Restore Gang Supervision PO (\$65,000) (Commissioner Cruz)

Funds a 0.34 FTE Juvenile Corrections Counselor working in youth gang outreach services, out of general fund contingency. This amendment restores the position funded with JABG revenue, which was reduced for fiscal year 2005. Amount \$31,770.
8. **Amendment:** Placeholder for gang intervention strategy enhancement (Commissioner Cruz)
  - *Placeholder; no formal action at this time.*
9. Report on Corrections Health Nurse at Donald E. Long facility mitigation plan and number of incidents report (Commissioner Cruz).

Elimination of night shift nursing coverage at JDH—11:30 P.M. to 7:45 A.M. for 7 nights a week.  
1 full time and 1 part time nurses.

1.4 FTE CHN Positions ---- \$140,000 includes salary and premiums.

- \* Juvenile Detention has an average of 100 youth in custody each day.
- \* 32 youth are housed in 2 treatment units.
- \* 20% of admissions occur on night shift. In 2 months there were 82 screenings (average 1.5 a night) and a total of 57 admitted (average 0.9 a night).
- \* Average number of youth on suicide watch each day is 5 to 10.
- \* 24 hour nursing coverage was part of the settlement of the 1992 class action lawsuit against the County by the County Legal Aid Service and Juvenile Rights Project filed in 1992. The consent decree has expired but the decision was to have a health professional on site at all times to assist with admissions and other health related needs.
- \* Nurses responsibilities at night are to evaluate youth being booked with identified health problems, evaluate youth who are ill at night, check youth on suicide watch as requested, administer night medications when ordered, and perform quality monitoring activities for lab and accreditation.

Implementation Plan for the Loss of Staff:

- \* Admission staff will continue to perform the health entry screenings.
- \* Identified health problems (intoxication, trauma, diabetes) will initiate a call to the booking nurses at MCDC who are on duty 24 hours a day.
- \* They will review the intake health information, as well as the visual observation of the youth. A plan will be developed to have the youth wait until the day nurse arrives, have some first aid like an ice pack, or be sent out to the hospital by ambulance.
- \* Medication order times will be adjusted.
- \* Youth on suicide watch will remain on the watch until the day mental health staff arrives.
- \* Detention staff will evaluate emergencies at night and either call the MCDC booking nurse for consultation or if serious, send the youth out to the hospital. It will be important to have at least 1 custody staff trained in CPR on the night shift.
- \* Corrections Health will provide a Juvenile Custody Services Staff a written protocol for evaluating which issues require a call to the on-call nurse, which require calling an ambulance and which can wait till the day nurse comes to evaluate.
- \* Corrections Health will train Juvenile Custody Services staff in the protocol – including on-call staff.

As with any preventative risk management practice, untoward events in Juvenile Justice on the night shift have been minimal. What will occur after the coverage is eliminated will be closely monitored by corrections health and juvenile justice. There are 2 high-risk areas of concern:

- \* A death or serious health consequence (untoward event) without health staff on site.
- \* Increase in costs for emergency and hospital care, as the detention staff are not trained health professionals.

County Attorneys Office has reviewed this plan and feels it meets the minimum standards for facilities in the State of Oregon, which requires policies and procedures to provide emergency medical and dental health care. The NCCHC Accreditation requires policies, procedures, and training for non-health trained staff to perform intake screening. Even though the consent decree has expired, there is the potential for another class action suit should the experience of the facility without the 24 hour nursing care be viewed as adverse to the best interests of the youth in custody

10. Provide information on Education and Training budget (Commissioner Roberts)

Among other costs, the 2005 Approved Budget includes planned education and training costs:

- Cultural Competency \$83,000
- Succession Planning/Leadership Development \$27,000
- Mental Health/Sex Offender/CIERT  
Inservice Training \$15,700
- HIPAA Training \$ 6,000
- Grant required Travel and training \$50,700
- Balance is in Professional Organization conferences, training and travel

Of the \$68,291 increase to general fund education and training for fiscal year 2005, \$49,550 was transferred from the Professional Services line to more closely fit the Budget Office definitions of these line items.



- 
- Response to 5/18/04 Information Requests

## Questions on LaClinica and Rockwood

**From:** LEAR Wendy R

**Sent:** Monday, May 24, 2004 2:41 PM

**To:** DARGAN Karyne A; NEBURKA Julie Z

**Cc:** FORD Carol M; SHIRLEY Lillian M; ABDELLATIF Vanetta M

**Subject:** Board Questions on LaClinica and Rockwood

Here are responses to the questions from last weeks LaClinica and Rockwood briefing. Would you like us to forward the response to the Board or are there other questions we haven't answered?

The questions I heard from the Board were-

1. Funding patterns for LaClinica (I have provided it for Rockwood as well)  
Rockwood- For FY04 a total budget of \$465k they had \$350k in ITAX and \$115k in Fees. Their fees are coming in at \$65k less than projected, so about half the fees budgeted will end up being general fund backfill FY04.  
  
LaClinica- In FY04 LaClinica has a total budget of \$1 million they had \$250k in Homeless Children's grant money and a proportionate share of Primary Care grant money (\$300k.) Additionally, they budgeted \$500k in fees. Their fees are coming in at \$100k less than projected, so they too will need general fund backfill in FY04.
2. Distances and drive times between LaClinica and NE and Rockwood and East. The attached spreadsheet summarizes all drive/bus times and distances.

In addition, Commissioner Cruz asked after the briefing,

How is the LaClinica budget structured now?

All of the Primary Care clinics are supported by the fees generated by their providers, a proportionate share of the Primary Care and homeless grant revenue, and general fund. We are now proposing to fund LaClinica with just the \$600k in new CGF, although the budget detail doesn't look that way, since we haven't made any of the detail changes from the \$5 million ROCS cut. The other revenue that had been in LaClinica, along with the cost of the provider team and material costs for the clinic have been moved to Northeast.

Just looking at LaClinica's budget, how would it look for next year, taking into account reduction in OHP funds and assuming the homeless grant stayed as part of the funding formula?

Looking at LaClinica in isolation from other services contained within the scope of the Bureau of Primary Health Care grant would need to be approved through our consumer majority Community Health Council. Primarily because the BPHC funding (which includes the Homeless grant funds) is to support as much uninsured care across the entire scope of the grant as possible. The short answer is that looking at LaClinica alone, and assuming that we move the Homeless Children's grant back to LaClinica along with the Medicaid fees, LaClinica would breakeven, but the impact on the system wide reconfiguration would require we replace the 1.1 FTE provider team moved back to LaClinica from Northeast. In addition, we would need to replace some of the front office staff that were moved to Northeast, since they too would be needed at LaClinica. Replacing the team and the front office staff would cost approximately \$560k.

The Health Department did receive an additional \$600k to keep LaClinica open, however we are required to cover facility costs at LaClinica, Rockwood and the mothballed Southeast clinic. We know the combined facility costs will be approximately \$670k. We are covering the difference within our existing resources. In any other year we could have also covered the cost of an additional team, but not in FY05. The clinical system has already cut \$5 million and will need to cut more if all of OHP Standard goes away. Every new cost will need to be managed by reducing the amount of uncompensated care provided (the uninsured) or by reducing provider teams.

*Thank you...Wendy Lear  
Multnomah County Health Department  
Finance Manager  
503.988.3056 x27574*



**Health Department**  
**MULTNOMAH COUNTY OREGON**

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TO: Budget Office

FROM: Wendy Lear, Finance Manager

DATE: Monday, May 17, 2004

RE: Response to Board Questions from May 11, 2004 Budget Work session

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**Question 1: Impact of cuts on HIV services downtown (Linn) and Information regarding HIV clinic specifics and nature of cut (i.e. number of clients) (Rojo)**

The HIV Clinic at Multnomah County's Westside downtown clinic cut \$374k from the FY05 budget. This included a reduction of 3.1 FTE: 0.8 FTE Provider, 0.9 FTE Community Health Nurse, and 0.5 FTE Social Worker. This cut is not expected to reduce the number of clients served or to affect the number of visits. Instead, provider schedules will be adjusted, shortening the duration of each appointment and double booking a percentage of appointments (to respond to "no shows",) to maintain our current service level. This will not provide the extra capacity needed should the disenrollment of the OHP Standard place more demand on our services.

The first priority for restoration of these cuts would be to add back Provider time. This combined with scheduling changes would allow for an increase in capacity in FY05. Please see attached memo to the HIV Planning Council for more details.

**Question 2: Restore School Based Health Clinics \$1.1 (Naito)**

We are working on costs scenarios that would restore all hours and sites and another to restore all hours but still cut George middle school. We are also breaking out the incremental cost of evening and summer clinics and outreach services. The costs estimates should be ready by Tuesday, May 18<sup>th</sup>.

**Question 3: Restore dental sealant program \$270k, develop programmatic step costs for most at risk kids (Naito)**

A clarification is needed here, \$192k would restore the dental sealant program. \$270k would restore the dental sealant program, the Rockwood dental van and other oral wellness services.

The dental sealant program was cut in half, reducing the visits to high need schools from once per year to once every other year. \$192k would restore 4,500 visits, which include sealant visits, screening, and oral health education. The services that would be restored with \$192k are:

- 1,900 visits for dental sealants
- 2,600 visits for dental screening by a dentist

- 220 dental referrals for urgent or soon to be urgent care will be available
- Volunteer opportunities for approximately 25 community dentists who provide screenings for the dental sealant program will be restored
- 4,500 2nd and 3rd graders will continue to receive education about dental sealants in school
- 30 – 35 schools which would have been cut will continue to participate in the dental sealant program

Question 4: Rockwood & La Clinica (Clara Vista)? What services will be available (Cruz)

We will present the service recommendations for both sites and the resources available to support them on May 20<sup>th</sup>.

Question 5: Premium payments (ITAX) (Cruz)

After much negotiation, the State has agreed to allow Community Health Partnership (CHP) to pay premiums on behalf of OHP clients who are at risk of losing coverage because of their inability to pay. Multnomah County and Central City Concern will pay CHP and CHP will pay for any Multnomah County resident who is at risk for non-payment.

This agreement is only through August 2004. If OHP Standard continues past August and still has a premium component, this agreement will need to be extended or renegotiated.

# MCSO



- 
- Response to 5/18/04 Information Requests

# MCSO

Date	BCC	Question	Status
MCSO	Linn/ Naito	CBAC flagged areas of lesser concerns or priorities, Board would like examples referred to in public presentation	
MCSO	Naito	Need to differentate jail bed history cut between general fund and DOC revenues	
MCSO	Cruz	Analysis of relationship between number of beds rented to US Marshal and matrix numbers (create apples to apples comparison)	
Budget	Cruz	Policy discussion of Pro's and con's of gf carryover process	
MCSO	Linn	<b>AMENDMENT:</b> MCSO Carryover FY 2004 ending balance \$1 M	
MCSO	Linn	<b>AMENDMENT:</b> Increase US Marshal revenue by \$500,000 and 12 beds; \$500,000 from contingency	
MCSO	Cruz	Additional information regarding role of property manager in MCSO budget for Wapato	
MCSO	Naito	Public discussion on use of Wapato, this summer (all options including state)	
MCSO	Rojo	Need to come back with more information re: Wapato costs not covered (i.e. asset preservation; ISR's Site security, Non Warranty issues)	
MCSO	Naito	Social Security benefits from inmate in county jail, federal reimbursement. Please provide more information	
MCSO	Roberts	<b>AMENDMENT:</b> Restore 3 civil deputies and CAT investigator	
MCSO	Linn	<b>AMENDMENT:</b> Carryover MCSO budget \$1M	
MCSO	Linn	<b>AMENDMENT :</b> US Marshal ; \$500k contingency	

# MCSO

1. **CBAC flagged areas of lesser concerns or priorities, Board would like examples referred to in public presentation. (Contact Person: Christine Kirk – (503) 988-4301)**

Response from CBAC requested.

2. **Need to differentiate jail bed history cut between general fund and DOC revenues. (Contact Person: Christine Kirk – (503) 988-4301)**

The Jail beds closed due to State cuts were:

- • 116 (re-opened by ITAX)
- • 114 (57 reopened by E-Board restoration)
- • 57 beds are closed due to the State reductions at this time.

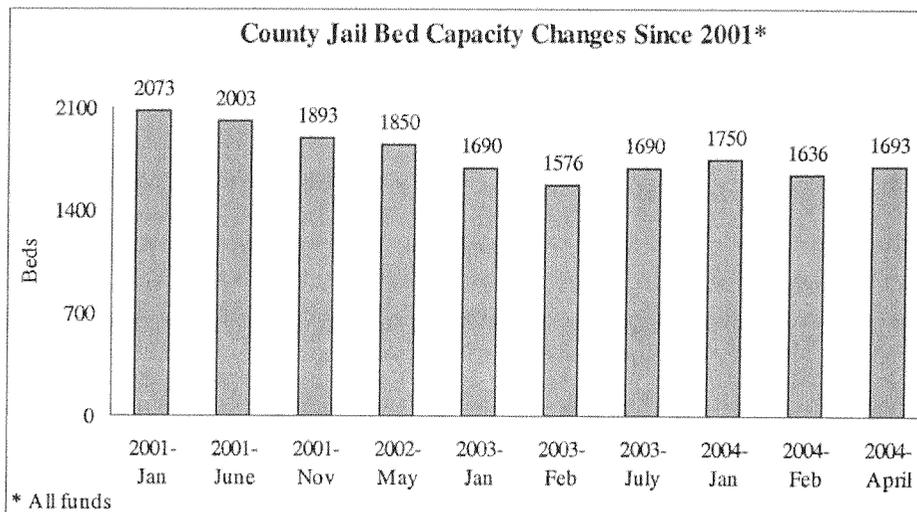
From local general fund reductions:

- • 160 beds were closed at MCRC (60 were reopened as MWRC)
- • 156 were closed at MDCD and remain closed
- • 190 were closed at MCCF (156 were opened and are currently funded by ITAX for a net loss of 31)
- • 57 were slated to be closed but are funded by the ITAX.
- • 116 are slated to be closed July 1, 2004
- • 290 beds are currently closed due to County General Fund (with 80 of those no longer being available to MCSO as they are available to River Rock).

Summary: On July 1, 2004 the number of beds closed due to General Fund will be 406 and due to the State will be 57. (The ITAX funds 329 beds, replacing the revenue for 116 state beds and 213 general fund beds).

## Budget Office

It is important to note that the above information provides reductions that occurred in previous years and presents cuts that were proposed but did not actually take place. To clarify, the following graph displays the actual changes in bed capacity for the County since 2001 for all funds. The County will end the FY04 with slightly more bed capacity than was initially begun (1690).



# MCSO

### **3. Analysis of relationship between numbers of beds rented to US Marshal and matrix numbers (create apples to apples comparison). (Contact Person – Chief Deputy Tim Moore (503) 988-4409)**

#### **If USM beds were generating additional revenues why did we have to matrix?**

During FY 04, it is accurate to say that if excess revenues generated by the USM contract had been appropriated back into the MCSO budget, sufficient beds could have remained open to greatly reduce or eliminate matrix. However, in their presentation of February 4, 2004, the county budget office included the USM revenue in their overall general fund revenue estimates. They also described to the board the general fund revenue picture at that time, the substantial revenue shortfall in the Health Department, and the uncertainty of SB 1145 restoration from the state e-board. The board accepted the budget office's report.

#### **If we are going to have a \$1.5 million dollar year-end estimate, why didn't we open more beds rather than matrix prisoners?**

A year-end forecast is based on budget projections that rely on history, known anticipated expenditures and the fervent hope that an unforeseen event does not happen and that you haven't forgotten something. As we get closer to the end of the fiscal year, the level of reliability of these estimates greatly increase. \$1.5 million represents 1.7% of the MCSO budget. In the general fund revenue estimates presented by the county budget office on February 4, 2004 the average year-end estimate by all departments and non-departmental was 1.35%. Since there is no predictability of unforeseen events I would consider a year-end margin of 2% or less to be a moderate risk that the department will exceed its budget.

#### **What is the relationship of additional USM bed rentals to matrix?**

There is little relationship of USM rentals to matrix. US Marshal prisoners are a subset population of the criminal population that influences jail policy. It is no different to base offender decisions on jurisdictional origin as it is to base social service delivery to the homeless based on where they originated. Just as effective treatment is the driving factor for homeless services, protecting the public from dangerous offenders is the driving factor for housing offenders.

Type of offense is another significant factor that determines jail capacity. Identifying the least risk offender drives the matrix decisions. Once an offender is admitted through booking, their threat of risk to the community becomes the driving factor for continued custody, not jurisdictional or economic factors.

Available beds more likely impact the average length of stay (ALS) and the type of offense admitted into the system. That is because higher risk offenders are more likely to remain in jail as additional capacity becomes available. Another indicator of jail bed use is the availability of sentenced and pre-trial capacity. A greater consideration is given an offender if he/she is in

# MCSO

jail serving a sentence rather than awaiting trial. Effective use of sanctions in the criminal justice system is dependant upon an "empty bed". Sentencing programs such as SB 1145 have significant effect on who comes to and stays in jail. When financial shortfalls reduce beds available, lower risk, pre-trial offenders are normally the ones pushed out of the system.

With significant numbers of empty beds, MCSO is considering how rental beds can best leverage the public safety effort. As identified above, had we been able to use the unexpected revenues this year to open additional beds, we could have significantly impacted the early release of offenders.

## Budget Office

Our analysis of the jail data identifies a relationship between the USM beds rented above and beyond what was budgeted, and the matrix releases of our local offender population. The table below shows that in all months (except December 2003 where no matrixes occurred) matrix releases of local offenders could have been reduced—even eliminated (July 2003)—had extra general fund beds not been rented to the USM.

The information presented below was provided to MCSO's Research and Analysis Unit and the Finance Manager. They agreed with the methodology, data and concurred on the results.

**The Proportion of Matrix Releases Resulting from the Over Utilization of Non-Budgeted (General Funded) USM Beds: FY2003-2004**

Per Day Calculations							
	Budgeted USM Beds	USM Beds Used*	USM Bed Overage	Matrix Releases (non-USM)	Jail Length of Stay	Beds Needed to Stop Matrix	Matrix avoided had no USM Overage Occurred (%)
July-03	125	161.8	36.8	0.8	19.0	15.3	241%
August-03	125	182.2	57.2	4.0	17.2	68.1	84%
September-03	125	179.5	54.5	7.2	16.5	119.0	46%
October-03	125	142.4	17.4	8.4	19.4	162.8	11%
November-03	125	140.9	15.9	7.0	18.1	126.2	13%
December-03	125	139.9	14.9	0.0	19.9	0.0	No Matrix
January-04	125	150.1	25.1	1.5	20.9	31.7	79%
February-04	125	146.2	21.2	10.2	18.1	183.9	12%
March-04	125	139.4	14.4	13.1	17.5	229.6	6%
April-04	125	142.8	17.8	5.6	18.0	101.4	18%
May-04	125						NA
June-04	125						NA
<b>Average</b>	<b>125</b>	<b>152.5</b>	<b>27.5</b>	<b>5.8</b>	<b>18.5</b>	<b>106.7</b>	<b>26%</b>

\*April USM data was not available at the time of this analysis, so an average daily amount based on prior two months data was substituted.

Overall, 26% of matrix releases could have been avoided had USM bed-utilization not exceeded their authorized budget allocation. This would have eliminated the need for more than 450 matrixes during FY2004. Some

# MCSO

matrixes included sentenced offenders, released before sentence completion. It should be noted that over the last decade, matrix releases occurred every year, except for 1999. The average monthly matrix release since 1993 was for 186.

**4. AMENDMENT: MCSO Carryover FY 2004 ending balance \$1 M**

Submitted to budget office 5/21/04.

**5. AMENDMENT: Increase US Marshal revenue by \$500,000 and 12 beds; \$500,000 from contingency**

Submitted to budget office 5/21/04.

**6. Additional information regarding role of property manager in MCSO budget for Wapato. (Contact Person: Jay Heidenrich – (503) 988-3282)**

Beyond the responsibility of coordinating all maintenance and upkeep of Wapato once construction is complete, the property manager will continue to have involvement in:

1. East County Courthouse
2. Replacement of the Hansen Building and Development of the New Patrol Offices
3. Participate in County Building and Purchasing Committees such as the Green Building Committee
4. Coordinate and Advise on the purchase of new boat houses, location of boats, and assure MCSO operation needs are realized.
5. Development of the new River Patrol Offices at the Columbia River Office Site to be completed by 2008.
6. Serve as an advisory resource to the Sheriff and Management Staff on management of, maintenance of, balancing risks, priorities and operational needs and assist in the coordination of use, development and maintenance of the County Buildings utilized by the Sheriff's Office.

**7. Public discussion on use of Wapato, this summer (all options including state). (Contact Person: Christine Kirk – (503) 988-4301)**

To be scheduled as a Board Briefing during summer 2004.

**8. Need to come back with more information re: Wapato costs not covered (i.e. asset preservation; ISR's Site security, Non Warranty issues). (Contact Person: Jay Heidenrich – (503) 988-3282)**

Asset Preservation: At an operational capacity of 250, FPM originally gave a \$260k figure for "Asset Preservation". There are no funds allocated for Asset Preservation. The policy choice is to waive Asset Preservation costs to lower the total cost of the vacant building to the County.

# MCSO

ISR's: MCSO and Facilities have conceptually agreed billings from non-County contracts or employees (outside contract, utilities, etc.) would be reviewed, analyzed, and paid through the MCSO Property Manager and MCSO Fiscal Unit. The funding level of 300K does not allow for the 33k (11%) it would cost for Internal Service Reimbursements. It is believed that this partnership between MCSO and Facilities will assist in reducing costs.

SITE SECURITY: MCSO originally proposed 24/7 security to protect the County's new asset and to be a good neighbor. However due to limited funds for services, the Chair's budget does not allow for on site security. In having the two MCSO staff that currently work out of there (Property manager and Training Lt), there can be some presence during the day (approximately 20%) of the workweek. The property manager will be available to allow workers in and out of the building on an appointment basis only. The County will alarm the building and pay for monitored security outside of the County. The estimate for this has not been done yet but it is expected that this will come out of the 300K. The estimated cost of 24/7 security was 260K.

"Non Warranty Issues": The 300k, does cover general maintenance but does not cover any damage done to the building by vandalism, storm damage or damage/failures not covered by the warranty or routine maintenance plan. There will be lighting and heating in the building, and random tests on the system in hopes that bugs in the systems that are under warranty can be found. There are no janitorial services included. This plan also provides for minimal landscaping (required in Good Neighbor Agreement). The existing Seven Dees contract will provide landscaping services for one half of the fiscal year and the MCSO work crews will do it for the second half of the year. Water costs are covered in utilities.

## **Facilities & Property Management**

The \$300,000 budget for Wapato provides for:

1. \$120,000: To provide for the protection of the asset, with zero occupancy, including minimal levels of maintenance.
2. \$80,000: Projected utility costs.
3. \$100,000: To address security, service requirements to maintain warranties, and other unknowns. If these funds do not prove adequate, Facilities will address alternative strategies with the MCSO.

*It is important to note the above is based on the assumption that the facility is mothballed and not a general correctional facility. It assumes that no activity will be taking place in the building.*

There is no provision for the collection of Asset Preservation fees during this first year while the building is mothballed. This should not cause a serious problem for one year but clearly must be addressed in future years.

Facilities has been working with the MCSO staff to prepare various strategies for the transition to operations at the completion of the Wapato construction project. This is a complicated discussion for a large and complicated project like this. Discussions to date assume that the MCSO will be responsible for

# MCSO

the final close-out of the construction project while Facilities will be responsible for on-going maintenance and operations.

**9. Social Security benefits from inmate in county jail, federal reimbursement. Please provide more information (Contact Person: Larry Aab (503) 988-4489)**

As required by the Social Security Act, "the Social Security Administration is required to limit/deny the payment of benefits to: any individual for any month during which he/she is confined to a jail, prison, or other penal institution or correctional facility under a conviction of a criminal offense; certain individuals confined by court order in an institution at public expense in connection with certain verdicts or findings with respect to such offenses; and to certain individuals who immediately on completion of confinement based on a conviction of an offense, an element of which is sexual activity, are confined by court order in an institution at public expense based on a finding that such individual is a sexually dangerous person or a sexual predator or similar finding (title II of the Act); or to any individual for any month throughout which the individual is an inmate of a public institution (title XVI of the Act)".

In August 2000, MCSO entered into a contract with the Social Security Administration to provide offender information to them so they could determine client eligibility. For each offender identified, the Sheriff's Office is reimbursed \$400 if the individual is identified within 30 days after the date the individual's confinement began; or \$200 if the information is after 30 days but before 90 days after the individual's confinement began.

Since FY 2002 the following activity has been reported:

	<b>Revenue</b>	<b>&lt;30 Days</b>	<b>&gt; 30 Days</b>
<b>FY 02</b>	\$87,400	217	3
<b>FY 03</b>	\$82,800	207	0
<b>FY 04 (thru Mar.)</b>	\$61,300	154	1

**10.AMENDMENT: Restore 3 civil deputies and CAT investigator**

Submitted to budget office 5/24/04

**AMENDMENT: Carryover MCSO budget \$1M**

Submitted to budget office 5/21/04

**AMENDMENT: US Marshal; \$500k contingency**

Same as item 5 above; submitted to budget office 5/21/04

# **NOND**



- 
- Response to 5/18/04 Information Requests
    - Ratio of Attorney to Paralegal Support



OFFICE OF  
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JACQUELINE A. WEBER  
*Assistants*

TO: Julie Neburka

FROM: Agnes Sowle  
County Attorney

DATE: May 24, 2004

RE: CBAC recommendation to explore ratio of attorney to paralegal support

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The County Attorney's office currently employs 14 attorneys, 3 legal assistants, one legislative paralegal, one office assistant and one receptionist. CBAC recommended that we explore the ratio of attorneys to paralegal support to determine whether an increase in the ratio would reduce the number of attorneys needed to satisfy the legal needs of the County. For several reasons I do not believe that such a change would benefit the County.

First of all, I do not believe that the ratio is instructive. Although the numbers demonstrate that our office has a 5 to 1 ratio of attorneys to legal assistants, that number is misleading. Several of our attorneys, myself included, use only a small amount of legal assistant help due to the advisory nature of our work. Others have been technologically proficient for many years and do a great amount of their own computer drafting and editing. They will continue to do so regardless of the number of legal assistants available to them because it is most comfortable for them. A "5 to 1 ratio" does not accurately describe our office practice.

Support staff cannot relieve our attorneys from much of the work they currently do. Many private firms assign from 2 to 4 attorneys to one secretary depending on the type of work they do. Transactional attorneys require more support than appellate attorneys, for example, because they draft many documents. However, our office differs significantly from private practice, and we generate less paperwork. We do not have many different clients; for the most part each attorney deals with just a few elected officials and management. We give a significant amount of oral advice through meetings and phone calls which often requires no documents whatsoever. Our written communication with our clients is often through the use of email, which each attorney handles for him or herself. In short, our attorneys are busy performing legal work for our client, not performing clerical work. Support staff cannot provide legal services and our current staff very adequately handles the clerical work we have.

In comparison with the only municipality of comparable size, City of Portland, we do have a slightly higher attorney to legal assistant ratio. The City has 24 FTE attorneys, 6.5 FTE paralegals and 8.0 legal assistants. Our office differs significantly from that of the City just by virtue of the broad range of work we are called on to perform. In addition to the attorneys necessary to handle tort and employment litigation, we need attorneys with expertise in many specialized areas, public health and mental health law, land use law, corrections, property tax law, condemnation, elections law, to name just a few. Each of our fourteen attorneys have specialized skills of value to the County that additional support staff cannot replace.

In summary, I believe our current attorney/staff ratio is appropriate and works very well. We provide excellent value for the County.

**Summary of Budget Changes****BCS****Pending Amendments****Technical Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_TA_01	Business Services-SAP Finance Operations Reduces Capital Lease Retirement Fund payment and salary savings by \$34,099.	0	0	0	0.00
05_BCS_TA_02	Community Services-Elections. Shifts debt payment to the appropriate cost element.	0	0	0	0.00
05_BCS_TA_04	Business Services-FREDS-Materiels Mgmt -increases IT service reimbursement by \$4,871 due to move to the Banfield location.	4,871	0	0	0.00
05_BCS_TA_05	CBS-Placeholder. This amendment balances the internal service funds. The change amounts cannot be finalized until other amendments that impact internal services are completed.	0	0	0	0.00
<b>Total</b>		<b>4,871</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

**Staff Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_PA_02	Community Services-Elections Moves 1.00 FTE back to Elections from Finance Operations because it was determined that the tasks were specific to Elections.	0	0	0	0.00
05_BCS_SA_01	Business Services IT- Moves positions to different cost centers and corrects job classification that were budgeted incorrectly.	0	0	0	0.00
05_BCS_SA_02	Business Services-HR Adds \$38,753 for a 0.50 FTE transfer from DCJ inadvertently left out of the budget. Funded with salary savings.	0	0	0	0.50
05_BCS_SA_04	Business Services-Facilities Moves positions due to an internal reorganization.	1	0	0	0.00
05_BCS_SA_05	Community Services-Bridge Fund - Corrects five job classifications.	0	0	0	0.00
05_BCS_SA_07	Business Services-Administration- Corrects a Job Classification from Health Services Manager Sr to Program Manager Sr.	0	0	0	0.00
05_BCS_SA_08	FBAT-Changes Program Manager Sr to Chief Financial Officer due to reclassification. The \$15,000 will be funded with existing resources.	0	0	0	0.00
<b>Total</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>0.50</b>

**Revenue Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_RA_01	Community Services-Road Fund. Increases revenue by \$35,000 from the City of Gresham for a local project.	35,000	35,000	0	0.00
<b>Total</b>		<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>0.00</b>

**Summary of Budget Changes****BCS****Pending Amendments****Carryover Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_CA_01	CBS- Facilities Capital Funds. Adjusts BWC & budgets for several building projects with varied levels of carryover due to progress made during the year. New FY 2005 projects not presented during the Capital briefing include (1) replacement of a hot water storage tank at the Courthouse, \$50,000; (2) Juvenile Justice Center lighting upgrade, \$50,000; and (3) modifications to heating and ventilation at the Mid County Health Clinic, \$12,000.	653,649	653,649	0	0.00
05_BCS_CA_02	CBS-IT- Data Processing Fund - Carryover \$294,435 for the Automated Backup Scheduling software, and \$155,070 updating HALON fire suppressant. Both projects were delayed until FY 2005.	466,495	466,495	0	0.00
05_BCS_CA_03	Business Services-IT-Flat Fee. Reduces flat fee carryover by \$502k, due to recent computer purchases.	-502,063	-502,063	0	0.00
05_BCS_CA_04	Business Services-FREDS-Fleet Fund- Increases BWC by \$708,829 due to vehicle purchases delayed, in process, or removal of vehicles from fleet, as well as fund balance review. Distribution Fund-decreases BWC by \$6,607 due to fund balance review.	645,005	702,222	0	0.00
05_BCS_CA_05	Community Services-Road Fund Revises FY 2005 Transportation Capital Program to reflect delays in construction spending and updated project information. All projects were included in the April 27, 2004 Capital Briefing.	2,004,809	2,004,809	0	0.00
<b>Total</b>		<b>3,267,895</b>	<b>3,325,112</b>	<b>0</b>	<b>0.00</b>

**Program Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_PA_01	Community Services- Housing and SIP. This amendment accomplishes the following: (1) Increases an Administrative Secretary from 0.50 FTE to 0.80 FTE at a cost of \$11,602; (2) Budgets \$2,500 to join the Housing Alliance which advocates for the development of affordable housing; and (3) Corrects an error in SIP where the funding for a position was budgeted but the position was inadvertently left out. (1) and (2) were funded by increasing salary savings by \$14,386 achieved due to temporary reassignment of staff to Business Services.	0	0	0	0.30
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.30</b>

**Board Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_BA_01	FBAT-Budget. Add 1.00 FTE Research/Evaluation Specialist II position to the Budget Office to work on Human Services evaluation. \$80,500.	80,500	0	0	1.00
<b>Total</b>		<b>80,500</b>	<b>0</b>	<b>0</b>	<b>1.00</b>
<b>BCS Total</b>		<b>3,388,267</b>	<b>3,360,112</b>	<b>0</b>	<b>1.80</b>

**Summary of Budget Changes****CNTY***Pending Amendments***Revenue Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_CNTY_RA_01	Budgets Prior Year Property Tax revenue in the General Obligation Bond Sinking Fund. The addition of this revenue will enable the County to reduce the amount of the tax levy to support repayment of bonded debt.	0	0	0	0.00
05_CNTY_RA_02	Adds Interest revenue to County School Fund and Data Processing Fund.	500	45,500	0	0.00
	<b>Total</b>	<b>500</b>	<b>45,500</b>	<b>0</b>	<b>0.00</b>

**Board Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_CNTY_BA_01	Increase budgeted BIT revenue by \$1.0 million to bring estimate more into line with projected FY2004 collections.	0	1,000,000	1,000,000	0.00
	<b>Total</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0.00</b>

	<b>CNTY Total</b>	<b>500</b>	<b>1,045,500</b>	<b>1,000,000</b>	<b>0.00</b>
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# Summary of Budget Changes

**DA**

## Pending Amendments

### Staff Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DA_SA_01	Shifts \$63,243 budgeted in Premium in the Felony Division Administration to fund 0.54 FTE for a Deputy District Attorney 3 in Unit C (robbery, burglary and arson).	7,084	7,084	0	0.54
<b>Total</b>		<b>7,084</b>	<b>7,084</b>	<b>0</b>	<b>0.54</b>

### Board Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DA_BA_01	Restores \$100,000 of General Fund support for 1.00 Deputy District Attorney 2 in the Gresham Neighborhood DA Unit in East County.	113,040	13,040	-100,000	1.00
<b>Total</b>		<b>113,040</b>	<b>13,040</b>	<b>-100,000</b>	<b>1.00</b>

### ITAX Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DA_IT_01	ITAX funding was used to replace lost State revenue. Some activities funded by ITAX manage lower risk offenders. Due to additional cuts there is a gap between services for high and low risk offenders. This amendment address the gap by reprogramming low risk functions: (1.00) DDA2 in the Drug Unit, (1.00) DDA3 from Support Enforcement, contracts for Community Courts and a minor amount of funding for the Medical Examiner into services for high and medium risk offenders including: 1.00 DDA3 (Felony Unit D, aggravated assault, adult sex offenses, attempted murder), 1.00 DDA3 (Domestic Violence) and 0.46 DDA3 in Felony Unit C (robbery, burglary, arson). The net result is a loss of (0.54) FTE.	369	369	0	-0.54
<b>Total</b>		<b>369</b>	<b>369</b>	<b>0</b>	<b>-0.54</b>
<b>DA Total</b>		<b>120,493</b>	<b>20,493</b>	<b>-100,000</b>	<b>1.00</b>

## Summary of Budget Changes

DCHS

## Pending Amendments

## Technical Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCHS_TA_01	Merges two HUD Horizons grants in the Domestic Violence unit into one for accounting purposes.	0	0	0	0.00
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

## Staff Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCHS_SA_01	Increases an Office Assistant position by 0.25 FTE for \$13,434 in Aging & Disability Services' Long Term Care Southeast District Office by reducing contract funds for special services/advocacy.	2,784	2,784	0	0.25
05_DCHS_SA_02	Moves 3.00 positions within the Aging & Disability Services' Long Term Care District Offices to balance case loads.	0	0	0	0.00
05_DCHS_SA_03	Moves a 0.80 FTE Mental Health Consultant from the Call Center Safety Net Program to the Quality Management program. This position is responsible for the Verity Member Services Line.	0	0	0	0.00
05_DCHS_SA_04	Cuts a vacant 0.83 FTE mental health consultant in the School Mental Health unit to fund a new 1.00 FTE supervisor position in the School Mental Health unit of the System of Care program in the Mental Health & Addiction Services division due to compliance issues with OAR's pertaining to clinical supervision.	0	0	0	0.17
05_DCHS_SA_05	Adjusts staffing (position funding, job class coding, and movements) in the Mental Health & Addictions Division. A 0.80 FTE Mental Health Consultant is moved from the Quality Management Program to the Community Mental Health Program; a 0.50 FTE Data Tech is moved from Business Operations to the Community Mental Health Program. Several mental health consultant/ acute care coordinator position classifications are corrected.	0	0	0	0.00
<b>Total</b>		<b>2,784</b>	<b>2,784</b>	<b>0</b>	<b>0.42</b>

## Revenue Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCHS_RA_01	Increase the Developmental Disabilities appropriation by \$326,258 to reflect the most recent contract amendments from the State of Oregon. The amendment also reclassifies 1) Program Development Specialist to a Senior Program Development Specialist Senior and 2) Program Development Specialist Senior to a Program Supervisor.	303,458	303,591	133	0.00
05_DCHS_RA_02	Changes revenue coding from "Fed thru State" to "Direct State Source" to properly characterize revenue sources.	0	0	0	0.00
05_DCHS_RA_03	Increase the Aging & Disability Services' appropriation by \$143,577 due to increased Title III funds. These funds are for congregate meals (\$17,592), home delivered meals (\$2,526), and family caregiver services (\$123,459).	145,921	145,921	0	0.00
<b>Total</b>		<b>449,379</b>	<b>449,512</b>	<b>133</b>	<b>0.00</b>

**Summary of Budget Changes****DCHS***Pending Amendments***Program Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCHS_PA_01	Moves 1.80 FTE fiscal staff from County Business Services to Aging & Disability Services' Public Guardian program. Business Services determined that the positions perform department specific work and are needed within DCHS to maintain their workload.	0	0	0	0.00
05_DCHS_PA_02	Eliminates 2.00 FTE in the Chief of Staff's Office to fund a new 1.00 FTE Program Manager 2 and \$50,442 in professional services.	-9,729	-9,729	0	-0.98
05_DCHS_PA_03	Adds 2.00 FTE Office Assistant 2 positions for \$86,104 in the Medical Records unit of the Quality Management program in the Mental Health and Addiction Services Division due to increased workload, compliance issues, and regularly scheduled state audits. Subacute contracts are reduced to cover the costs of the positions.	18,949	18,949	0	2.00
05_DCHS_PA_04	Establishes the Mental Health Community Based Services unit in the Addiction Services program by combining 10.00 existing positions within the Mental Health & Addictions Division.	0	0	0	0.00
05_DCHS_PA_05	Adds 1.00 FTE Mental Health Consultant and \$75,000 on call funding for the Involuntary Commitment unit of the Safety Net program in the Mental Health & Addiction Services division by reallocating State Mental Health MHS 24 funding.	10,597	10,597	0	1.00
	<b>Total</b>	<b>19,817</b>	<b>19,817</b>	<b>0</b>	<b>2.02</b>

**Board Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCHS_BA_01	Directs DCHS to restore \$95,000 from existing resources to Prostitution Alternatives, returning the program to its full funding level.	0	0	0	0.00
05_DCHS_BA_02	Restores \$240,000 to support 3.00 FTE in the Adult Protective Services program in the Aging & Disability Services division.	240,000	0	-240,000	0.00
	<b>Total</b>	<b>240,000</b>	<b>0</b>	<b>-240,000</b>	<b>0.00</b>

**ITAX Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCHS_IT_01	Reallocates \$71,273 in ITAX contract funds in the Adult Residential & Commitment Monitoring Unit of the Safety Net program in the Mental Health & Addiction Services division to fund 1.00 FTE Mental Health Consultant to expand outreach capacity.	10,567	10,567	0	1.00
	<b>Total</b>	<b>10,567</b>	<b>10,567</b>	<b>0</b>	<b>1.00</b>

<b>DCHS Total</b>	<b>722,547</b>	<b>482,680</b>	<b>-239,867</b>	<b>3.44</b>
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## Summary of Budget Changes

DCJ

## Pending Amendments

## Technical Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCJ_TA_01	Reduces professional services to increase communications by \$4,400 to support a contract with Fleishman-Hillard for public relations. The goal of the PR is to gain national awareness for Juvenile Detention reform, educate mainstream media, explain how detention techniques lead to safer communities and ultimately significant savings for taxpayers and businesses, and position Multnomah County as a national model.	0	0	0	0.00
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

## Staff Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCJ_SA_01	Relocates 7.00 FTE (1.00 Administrative Analyst, 6.00 Office Assistants 2's) among various programs in the Adult Services Division. The transfers result in a zero net change to FTE, personnel dollars, indirect and operational charges, and funds.	0	0	0	0.00
05_DCJ_SA_02	Reduces the reliance on on-call personnel in the Juvenile Custody Units by reprogramming \$50,305 to support 1.00 FTE for a Juvenile Custody Services Specialist.	8,134	8,134	0	1.00
<b>Total</b>		<b>8,134</b>	<b>8,134</b>	<b>0</b>	<b>1.00</b>

## Revenue Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCJ_RA_01	Going Home Grant - This grant was received in April 2004 after the budget was submitted. Revenue is being increased by \$22,500 to support A&D Continuing Care and Anger Management professional services.	24,136	24,136	0	0.00
05_DCJ_RA_02	Embrace Treatment Grant -was budgeted at \$88,017, the estimate was decreased to \$60,698 based on better information. The grant supports a consultant to research curriculum and develop training for treatment providers in family engagement techniques and family therapy for the Juvenile Services Division.	-31,955	-32,016	-61	0.00
<b>Total</b>		<b>-7,819</b>	<b>-7,880</b>	<b>-61</b>	<b>0.00</b>

## Carryover Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCJ_CA_01	General Fund \$153,461 - Adds 2.00 FTE Clinical Coordinators to Juvenile Treatment Services to coordinate mental health care for detained youth. Funding will come from an increase in Beginning Working Capital resulting from under spending by DCJ in the General Fund for FY 2004. The funding will be held in contingency until the first quarter review validates the under spending.	0	153,461	153,461	0.00
<b>Total</b>		<b>0</b>	<b>153,461</b>	<b>153,461</b>	<b>0.00</b>

**Summary of Budget Changes****DCJ***Pending Amendments***Program Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCJ_PA_01	The Juvenile Accountability Block Grant (JABG) funding for FY 2005 was reduced by 25%. The budget was submitted prior to engaging the planning process for reductions. This amendment aligns the budget with the recommendations by decreasing revenue by an additional \$10,612, cutting (0.34 FTE) and distributing the reduction to IRCO and Victory Outreach service providers.	-14,121	-14,037	84	-0.34
05_DCJ_PA_02	Transfers 3.00 FTE (2.00 Contract Specialists and 1.00 Finance Specialist) from County Business Services back to DCJ. It was determined that the positions perform department specific and are necessary to maintain DCJ's workload.	0	0	0	0.00
05_DCJ_PA_03	DCJ's initial budget included a placeholder for the Department of Corrections (DOC) funding until better information was available. This amendment shifts the placeholder budget into Adult Services Programs. It increases FTE by 2.68 and reduces revenue by \$29,665.	-12,835	-12,893	-58	2.68
<b>Total</b>		<b>-26,956</b>	<b>-26,930</b>	<b>26</b>	<b>2.34</b>

**Board Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DCJ_BA_01	Restores \$65,000 of General Fund to support 1.00 FTE Juvenile Counselor in the Gang Unit.	76,648	11,648	-65,000	1.00
<b>Total</b>		<b>76,648</b>	<b>11,648</b>	<b>-65,000</b>	<b>1.00</b>
<b>DCJ Total</b>		<b>50,007</b>	<b>138,433</b>	<b>88,426</b>	<b>4.34</b>

## Summary of Budget Changes

HD

## Pending Amendments

## Technical Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_HD_TA_01	Corrects Early Childhood Services reorganization by re-distributing staff among the remaining three sites. Increases Medicaid revenues by \$76,972 due to increased productivity of provider teams.	85,493	76,972	151	0.80
05_HD_TA_02	Makes adjustments to balance SPNS Outreach grant award and to move Oregon Primary Care Association dues payment from the Director's Office into the correct cost center in the Integrated Clinical Services Division.	-11,078	-632	0	-0.10
05_HD_TA_03	Restores capital expenditure accidentally omitted in constraint. Constraint reduction of 5.8% applies. Supplies reduced to cover DBCS-Finance charge.	15,559	1,429	-14,130	0.00
	<b>Total</b>	<b>89,974</b>	<b>77,769</b>	<b>-13,979</b>	<b>0.70</b>

## Staff Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_HD_SA_01	Makes various minor changes to HD positions: corrects JCN's, corrects FTE amounts, adjusts dollar amounts between temp and on-call.	3,888	3,888	0	0.60
	<b>Total</b>	<b>3,888</b>	<b>3,888</b>	<b>0</b>	<b>0.60</b>

## Revenue Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_HD_RA_01	Adjusts WIC revenues due to revised grant award for FY 2005. The increase of 1.90 FTE are existing employees who will not be laid off, as was originally planned.	147,450	147,728	278	1.90
05_HD_RA_02	Adjusts revenues in HIV & Hepatitis C Community Programs to reflect new funding formula. The new formula has a greater emphasis on HIV morbidity, which resulted in an increase of \$57,994 for Multnomah County. The new HIV prevention activities required under this funding stream include a focus on programs targeting HIV positive persons, developing uses for the new rapid testing technology and implementing CDC required interventions.	78,019	65,167	137	0.00
05_HD_RA_03	Revises revenue estimates in HIV Care Services Program to reflect reduction in funding from a new notice of grant award for the Ryan White Title 1 federal grant. Programmatic impacts include a reduction in funds for Health Insurance services to pay premiums, co-pays and deductibles for low-income people living with HIV. The decision to reduce this service category was made by our HIV Services Planning Council. Approximately 25-30 fewer people will be able to receive these services in FY 2005. Other impacts include a restructuring of personnel in the HIV Care Services Program including staff who administer the program and staff who support the HIV Services Planning Council activities. There is a net reduction of .80 FTE in permanent staff assigned to the program.	-149,672	-149,944	-272	-0.80
05_HD_RA_04	Adds two new grants to the Environmental Health Projects Program: EPA Child Care and Asthma grant (\$26,077) ; and State Drinking Water Grant (\$43,541). These grants were awarded after the budget request was completed.	96,178	96,365	187	0.70
05_HD_RA_05	Restores state Tobacco Prevention program funding on a reduced scale. This program was cut at the state level due to Measure 30, but the tobacco prevention community advocates were able to have the legislature reinstate a small portion of the funding to DHS.	120,426	123,655	229	1.10
	<b>Total</b>	<b>292,401</b>	<b>282,971</b>	<b>559</b>	<b>2.90</b>

**Summary of Budget Changes****HD***Pending Amendments***Program Amendments**

<b>Trans ID</b>	<b>Description</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Effect on GF Contingency</b>	<b>FTE</b>
05_HD_PA_01	Adds state and local revenues to the Vector Control program to pay for on-call staff to address summer workload increase due to mosquito surveillance and abatement.	12,205	12,205	0	0.00
05_HD_PA_02	Adds interdepartmental agreement revenue from the Road and Facilities Funds to the Vector Control budget.	48,046	48,046	0	0.00
05_HD_PA_03	Transfers Medical Accounts Receivable group (9.0 FTE) from DBCS-Business Services to the Health Department. It was determined that the positions perform department specific tasks and are necessary to maintain the Health Department's workload.	16,377	16,377	0	0.00
<b>Total</b>		<b>76,628</b>	<b>76,628</b>	<b>0</b>	<b>0.00</b>

**Board Amendments**

<b>Trans ID</b>	<b>Description</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Effect on GF Contingency</b>	<b>FTE</b>
05_HD_BA_01	Restores hours at school-based health centers.	1,100,000	0	-1,100,000	0.00
05_HD_BA_02	Restores dental sealant program.	270,000	0	-270,000	0.00
05_HD_BA_03	Restores La Clinica to full funding.	500,000	0	-500,000	0.00
<b>Total</b>		<b>1,870,000</b>	<b>0</b>	<b>-1,870,000</b>	<b>0.00</b>
<b>HD Total</b>		<b>2,332,891</b>	<b>441,256</b>	<b>-1,883,420</b>	<b>4.20</b>

**Summary of Budget Changes****LIB***Pending Amendments***Revenue Amendments**

<b>Trans ID</b>	<b>Description</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Effect on GF Contingency</b>	<b>FTE</b>
05_LIB_RA_01	Adds \$500,185 in revenues from The Library Foundation for the following services: (1) Summer Reading 2004 \$90k; (2) Everybody Reads \$50k; (3) Rare Collections \$72.4k; (4) Promoting Rare Collections \$30k; (5) Books and Materials \$23k; (6) Storytelling Festival \$10k; (7) Children's Book Illustration Visits \$1k; (8) Books 2 U \$69,788; (9) Raising a Reader \$130k; (10) Director's Discretionary Fund \$20k; (11) Writer's Fair \$2k; and (11) Department Indirect \$1,997. In total the change adds 2.00 FTE (Books 2 U-- Outreach and Early Childhood Resource-- librarian).	500,185	500,185	0	2.00
	<b>Total</b>	<b>500,185</b>	<b>500,185</b>	<b>0</b>	<b>2.00</b>
	<b>LIB Total</b>	<b>500,185</b>	<b>500,185</b>	<b>0</b>	<b>2.00</b>

**Summary of Budget Changes****MCSO****Pending Amendments****Technical Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_MCSO_TA_01	Transfers \$4,124 from supplies to correctly reflect the telecommunications services at MWRC. There is no impact to MCSO's General Fund but there is an increase of \$4,124 to the Telephone Fund and a decrease of (\$62) to Finance Operations.	4,062	4,062	0	0.00
<b>Total</b>		<b>4,062</b>	<b>4,062</b>	<b>0</b>	<b>0.00</b>

**Carryover Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_MCSO_CA_01	Federal State Fund - \$378,024 During the April 2004 State Legislative Emergency Board, MCSO was allocated 100% of their Department of Corrections funding for FY 2004. The late restoration has provided MCSO with \$378,024 of additional revenue that will be carried forward into FY 2005 where funding levels for DOC are slated to be less than 100%.	413,538	414,521	983	0.00
05_MCSO_CA_02	Justice Services Special Operations Fund - \$115,000 of revenue in MCSO's dedicated fund for Work Crews will be carried over to FY 2005 to cover the cost of three trucks and the necessary work needed to retrofit them. The trucks were ordered in the Spring 2004 but due to delays in shipment will not be delivered until after June 30th.	116,733	116,733	0	0.00
05_MCSO_CA_03	Inmate Welfare Fund \$118,870 - The Commissary budget for the Inmate Welfare fund received more revenue than anticipated in FY 2004 due to the increase of beds from the passage of ITAX. The revenue is being carried forward in FY 2005 to purchase supplies specifically for inmates.	124,763	125,067	304	0.00
05_MCSO_CA_04	General Fund - MCSO received \$199,065 in FY 2004 from the State Criminal Alien Assistance Program (SCAAP) Grant. The funds were scheduled to assist in purchasing a long haul bus for the Corrections Transport Unit to move inmates between Multnomah County correctional facilities and two Oregon Department of Correction facilities located in Salem and Pendleton and in purchasing ballistic/stab resistant vests. MCSO was notified in May 2004 that the long haul bus would not be available until after July 1, 2004. The funds will be held in contingency until the ending balance is verified.	0	199,065	199,065	0.00
<b>Total</b>		<b>655,034</b>	<b>855,386</b>	<b>200,352</b>	<b>0.00</b>

**Program Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_MCSO_PA_01	\$1.0 million was restored in the Chair's Executive Budget to continue operating 1 dorm (57 jail beds); however, there was not enough time to detail the allocation so a placeholder was used. This amendment identifies where the funding will be used and increases MCSO's FTE by 10.60.	182,257	182,257	0	10.60
<b>Total</b>		<b>182,257</b>	<b>182,257</b>	<b>0</b>	<b>10.60</b>

**Summary of Budget Changes****MCSO***Pending Amendments***Board Amendments**

<b>Trans ID</b>	<b>Description</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Effect on GF Contingency</b>	<b>FTE</b>
05_MCSO_BA_01	Restores 3.00 Civil Deputies in the Civil Processing Unit and 1.00 Deputy Sheriff who will participate in the regional Child Abuse Team. Total Restoration is \$257,323 and 4.00 FTE.	303,616	46,293	-257,323	4.00
05_MCSO_BA_02	General Fund Carryover - MCSO projects \$1.5 million General Fund under spending for FY 2004. \$1.0 million will be held in reserve for MCSO until the ending balance can be confirmed with the difference falling to the fund balance. If MCSO's ending balance comes in less than projected the savings allocation will be prorated based on the current ratio (\$1M:\$500k).	0	1,000,000	1,000,000	0.00
05_MCSO_BA_03	Increases MCSO's budget by \$1,007,593 and 11.10 FTE by: (1) Increasing US Marshal rentals by 12 beds and \$507,642, aligning revenues more closely with actual bed rentals; and (2) Reducing contingency by \$499,951.	1,198,761	698,810	-499,951	11.10
	<b>Total</b>	<b>1,502,377</b>	<b>1,745,103</b>	<b>242,726</b>	<b>15.10</b>
	<b>MCSO Total</b>	<b>2,343,730</b>	<b>2,786,808</b>	<b>443,078</b>	<b>25.70</b>

## Summary of Budget Changes

**NOND***Pending Amendments***Technical Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_NOND_TA_02	Removes \$46 budgeted in error in Auditor's Office ITAX budget.	-46	0	46	0.00
05_NOND_TA_03	Accounting change only: moves Regional Investment Board program dollars out of the SIP Fund and into the Federal-State Fund. No net change.	0	0	0	0.00
05_NOND_TA_04	Adds enhanced services Facilities charges to Nondepartmental budget that were omitted in the request. Reduces TRAns interest expense for no net change to the Nondepartmental budget. Increases the Facilities Fund by \$48,075 in service reimbursement revenue.	41,204	48,075	0	0.00
<b>Total</b>		<b>41,158</b>	<b>48,075</b>	<b>46</b>	<b>0.00</b>

**Revenue Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_NOND_RA_01	Increases CCFC Court-Appointed Special Advocates (CASA) revenue in DCJ's CASA program.	12,264	12,294	30	0.00
<b>Total</b>		<b>12,264</b>	<b>12,294</b>	<b>30</b>	<b>0.00</b>

**Carryover Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_NOND_CA_01	General Fund carryover for \$5,000 in District 2 to implement the recommendations of the Latino Gang Violence Prevention Task Force.	5,000	5,000	0	0.00
<b>Total</b>		<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0.00</b>

**Program Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_NOND_PA_01	Reduces the cash transfer of SIP Community Service Fee funds to the General Fund Reserve by \$75,000 and increases OSCP SIP expenditures by \$75,000 per Board Resolution 02-105 for housing assistance.	-68,273	-68,089	184	0.00
<b>Total</b>		<b>-68,273</b>	<b>-68,089</b>	<b>184</b>	<b>0.00</b>

**Board Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_NOND_BA_01	Increase federal legislative agenda contract services in the Public Affairs Office.	51,500	750	-50,750	0.00
<b>Total</b>		<b>51,500</b>	<b>750</b>	<b>-50,750</b>	<b>0.00</b>

**ITAX Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_NOND_IT_01	Increases ITAX pass-through expenditures to schools to reflect estimated FY 2005 collections plus carryforward from FY 2004.	4,290,521	4,290,521	0	0.00
<b>Total</b>		<b>4,290,521</b>	<b>4,290,521</b>	<b>0</b>	<b>0.00</b>

<b>NOND Total</b>	<b>4,332,170</b>	<b>4,288,551</b>	<b>-50,490</b>	<b>0.00</b>
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**Summary of Budget Changes****OSCP****Pending Amendments****Technical Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_OSCP_TA_01	Moves \$4,000 from School Age Policy Framework (SAPF) professional services to pass through to correctly budget for the Region 4 SAPF contract.	0	0	0	0.00
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

**Staff Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_OSCP_SA_01	Cuts 1.00 FTE Program Development Specialist in Energy Services and reassigns duties to cover costs associated with class comp studies. (SAI staff re-class \$14,491; PDS class comp study \$32,610)	-7,696	-7,696	0	-1.00
<b>Total</b>		<b>-7,696</b>	<b>-7,696</b>	<b>0</b>	<b>-1.00</b>

**Revenue Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_OSCP_RA_01	Removes the \$276,846 HUD Turning Point grant from the OSCP budget. Neighborhood House has been the sole provider and recipient of the grant funds. At the request of Neighborhood House, HUD will award the grant directly to Neighborhood House and assume all administrative responsibilities.	-289,317	-290,029	-712	0.00
<b>Total</b>		<b>-289,317</b>	<b>-290,029</b>	<b>-712</b>	<b>0.00</b>

**Board Amendments**

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_OSCP_BA_01	Restores \$21,120 to Community Transitional School for Homeless Families. County General Fund funding is increased from \$30,000 to \$51,120.	21,627	507	-21,120	0.00
05_OSCP_BA_02	Restore \$10,000 to Learn Links. County General Fund funding is increased from \$20,000 to \$30,000.	10,240	240	-10,000	0.00
05_OSCP_BA_03	Restore \$177,871 for Clearinghouse Emergency Shelter Vouchers.	182,141	4,270	-177,871	0.00
05_OSCP_BA_04	Provides \$89,300 of General Fund for Teen Pregnancy Prevention to replace CCFC funds that were reallocated to support the school age policy framework.	91,444	2,144	-89,300	0.00
05_OSCP_BA_05	Provides \$32,250 to restore Youth Investment Coordination that was transitioned to the School Age Policy Framework.	33,024	774	-32,250	0.00
<b>Total</b>		<b>338,476</b>	<b>7,935</b>	<b>-330,541</b>	<b>0.00</b>
<b>OSCP Total</b>		<b>41,463</b>	<b>-289,790</b>	<b>-331,253</b>	<b>-1.00</b>
<b>Grand Total (all amendment types)</b>		<b>13,832,253</b>	<b>12,774,228</b>	<b>-1,073,526</b>	<b>41.48</b>

## STRATEGIC INVESTMENT PROGRAM (SIP) FY05

**Strategic Investment Program Funds:** The Strategic Investment Program consists of multiple funds which are generated by Multnomah County's two SIP agreements. The first agreement, dated August 3, 1995, is a 15-year, performance-based public/private partnership agreement between Multnomah County, the City of Gresham, and LSI Logic. The second agreement, dated August 15, 2002, is a 7-year, performance-based public/private partnership agreement between Multnomah County, the City of Gresham, and Microchip Technology. These agreements provide tax abatements to the participating business for property value in excess of \$100 million. For current budgetary purposes, six individual funds are generated by the SIP agreements. Three of them are funded solely by the SIP agreement with LSI Logic, while the other three are funded by both LSI Logic and Microchip. The funds are:

1. Education and Training
2. Community Resources
3. First Source
4. Community Housing
5. Administration
6. Community Service Fee

All SIP funds and program activities are self generated and self sustaining. All SIP Funds described in this document are accounted for and budgeted within County Fund 1500 – Strategic Investment Program Fund.

1. **Education & Training Fund** - For six years ending in FY02, LSI Logic paid \$100,000/yr toward education goals as established by the SIP agreement. No further funds are currently being generated for this purpose. In 1999, the county contracted with Mt. Hood Community College for a four-year program to provide instruction and support in math, science, and electronics education was established. This program will expire this year; we plan to continue this successful program for an additional two years using funds from this source.

Revenues:		
Beginning Working Capital		\$330,417
Expenditures:		\$330,417

2. **Community Resources Fund**- These funds are specified in the LSI Logic SIP contract as specific resources "to develop community resources to enhance an employee recruitment pool." In FY04 funds were used to support a Career Day for East County eighth-graders at Mt. Hood Community College and for technology support for the County's One Stop partner agencies to assist with recruiting and training of candidates for LSI Logic and Microchip. Like other funds established by the LSI Logic SIP agreement, these funds were limited in their amount and duration of contribution. For each of the first three years of the agreement (1995-97) LSI Logic contributed \$150,000 in Community Resources. A premium has been placed on sustainability of these funds for the life of the 15-year agreement.

Revenues:		
Beginning Working Capital		\$95,559
Expenditures:		\$95,559

3. **First Source Agreement Fund-** As part of its SIP agreement, LSI Logic paid to the County a \$450 per hire fee for individuals hired into contractually designated positions. All current funds are carry-over funds from hiring activity in prior years. Beginning on January 1, 2005, both Microchip and LSI Logic will pay a \$450 fee per hire into designated positions. The County currently makes a payment to its workforce development partners for their assistance with recruitment, using First Source funds. Along with Community Resources, these funds form the entirety of program funds for workforce recruitment, training, and referral. As with Community Resources, sustainability of this fund is a high priority.

Revenues:		
Beginning Working Capital		\$44,525
Expenditures:		\$44,525

4. **Community Housing Fund -** For FY05, \$150,000 will be contributed by LSI Logic to the fund dedicated to housing. Funds are used in accordance with the SIP agreement and day-to-day management and responsibility for these funds is under the Multnomah County Housing Director.

Revenues:		
Beginning Working Capital		\$448,474
Community Housing Payment		\$150,000
Expenditures:		\$598,474

5. **Administration Fund-** The SIP administration fund is created through intergovernmental agreements with the City of Gresham, establishing it through deduction from the Community Service Fees (see no.6 below) paid by both LSI Logic and Microchip Technology. SIP administration funds are used for management and administration of the SIP agreements and related program funds and activities. The amounts deducted from the Community Service Fee for SIP administration decrease over time. Hence, as with SIP funds described previously, fund sustainability is at a premium; the carry-over from prior years is crucial to ensuring adequate funding to meet staffing needs over the life of both agreements.

Revenues:		
Beginning Working Capital		\$67,707
SIP Administration		\$115,000
Expenditures:		\$182,707

6. **Community Service Fee -** The only SIP fund for which expenditures are not governed by or related in any way to the SIP agreements is the Community Service Fee (CSF). Per ORS 285.330 (5)(b), any company entering into a SIP agreement is required to pay to the County and (if applicable) the City in which a SIP project is located a Community Service Fee (CSF) equal to 25% of the annual abated property tax, with the fee not to exceed \$2 million. Statute further requires that

when a City and County are parties to the SIP agreement the respective jurisdictions enter into a revenue sharing agreement for dispensation of these funds. Multnomah County and the City of Gresham have entered into CSF revenue sharing agreements for Community Service Fees paid by both LSI Logic and Microchip Technology Inc. In each of these agreements, Multnomah County receives 53% and the City of Gresham receives 47%. These revenue sharing agreements include funding for SIP administration as previously described, which is deducted immediately from the fee prior to division among the governments.

Once the revenue has been divided between the respective governments, expenditure of these fees is at the discretion of the governing bodies of each. In 1998, the Board of Commissioners adopted a "Community Service Fee Investment Plan" through resolution 98-199 which established a five-year plan for the expenditure of this fee among specific program categories. Staff for the SIP are currently preparing a background document to guide the Board in an examination of a policy for future CSF investments. At the moment, there are no existing policy directions or restrictions on the use of these funds for the FY05 budget cycle, except the allocation of \$75,000 toward continued funding of the OSCP Special Needs Housing Program which was previously established through resolution 98-199 and later through resolution 02-105.

Revenues (estimated):			
LSI Community Service Fee		\$ 946,842	
Microchip Community Service Fee		\$ 531,528	
Total Revenue		\$1,478,370	
Expenditures:			
Gresham distribution (47%)		\$ 694,834	
County Indirect		\$ 8,060	
Post-Release Housing Assistance Allocation		\$75,000	
Reserve Amount (estimated):		\$700,476	



## MULTNOMAH COUNTY OREGON

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

MARIA ROJO DE STEFFEY ● DISTRICT 1  
SERENA CRUZ ● DISTRICT 2  
LISA NAITO ● DISTRICT 3  
LONNIE ROBERTS ● DISTRICT 4

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May 28, 2004

TO: Chair Diane Linn

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

**RE: Multnomah County Budget Amendments**

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The purpose of this memo is to acknowledge our strong support for vital direct services including core safety net services in the areas of health, school-based and human services and public safety as provided by Multnomah County. Examples of these services include restoring La Clinica de Buena Salud, school-based health clinics, programs for homeless youth, two traffic safety positions and a position for the Child Abuse Team. Funding for restoring these direct services has been realized through County administrative reductions. The restored programs represent geographic equity and benefit the entire County, including Outer Southeast Portland and East County through restoring the East County District Attorney position, four civil deputies and programs targeting gangs and at-risk youth.

Working together we have developed a list of specific programs that we are putting forward as budget amendments for restoration to this year's budget. Furthermore, we are proposing a number of identified funding sources to be applied to these program restorations. Below you will find an explanation of the revenues and expenditures. The amendments proposed during the May 11<sup>th</sup> and May 18<sup>th</sup> 2004 budget work sessions are withdrawn and replaced with the ones below.

**Revenues:**

SIP	\$709,000
BIT (revised estimate)	\$605,618
Remaining funds	\$700,000
DCHS Mental Health Initiatives	\$400,000
OSU Extension Service	\$ 50,000
Facilities General Fund	\$450,000
Account managers Business Services Fund	\$368,000

**\$3,282,618****Expenditures**

School based health clinics	\$1,100,000	(Health)
Dental Sealant program	\$ 270,000	(Health)
Transitional School	\$ 21,200	(OSCP)
Learning Links	\$ 10,000	(OSCP)
Teen Pregnancy	\$ 89,300	(OSCP)
Clearinghouse vouchers	\$ 177,871	(OSCP)
Legislative Agenda	\$ 50,000	(Non-D)
La Clinica de Buena Salud	\$ 500,000	(Health)
Protective Workers (2)	\$ 152,827	(DCHS)
Gang Supervision PO	\$ 65,000	(DCJ)
Gang Intervention Strategy	\$ 300,000	(DCJ/DCHS)
Evaluation Position	\$ 80,500	(BCS)
East County DA	\$ 98,000	(DA)
Civil Deputies (2) Traffic Safety (2)	\$ 300,000	(MSCO)
Homeless Youth	\$ 75,000	(OSCP)

**\$3,289,618**

\$ - (7,000)

In addition the Department of County Human Services will find the funds internally to restore the Prostitution Alternatives Program in the amount \$95,000. The Multnomah County Sheriff's office will find the funds internally to restore 1 Civil Deputy Position in the amount of \$62,000 and the Child Abuse Team position in the amount of \$80,000.

# AGENDA PLACEMENT REQUEST

**BUD MOD #:**

**Board Clerk Use Only:**

**Meeting Date:** June 1, 2004

**Agenda Item #:** WS-1

**Est. Start Time:** 9:00 AM

**Date Submitted:** 05/24/04

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**Requested Date:** June 1, 2004

**Time Requested:** 60 min.

**Department:** Finance, Budget Assessment & Taxation

**Division:** Budget Office

**Contact/s:** Karyne Dargan

**Phone:** 503 988-5015

**Ext.:** 22457

**I/O Address:**

**Presenters:** Karyne Dargan, Budget Office Staff, Department Directors and/or Staff

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**Agenda Title:** Introduction of Budget Amendment Report and Budget Notes for the FY 2005 Budget.

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

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**1. What action are you requesting from the Board? What is the department/agency recommendation?**

To review and discuss the amendments and budget notes submitted by departments and Board members. Propose any additions, deletions or changes to the amendment and budget note list.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

Each year it is necessary to make certain changes to the budget after it has been approved but before it is adopted. These changes are made through a series of budget amendments, which the Board votes on during the budget adoption process. Some amendments are proposed by the Board and prepared by the Budget Office, and others are proposed and prepared by departments or by individual Board members. There are seven different types of amendments: Program Amendments, ITAX Amendments, Carryover Amendments, Technical Amendments, Staffing Amendments, Revenue Amendments and Board Amendments. Each type of amendment is described below.

During the first two weeks of June, the Board will have the opportunity to review, question and comment on the amendments. The Departments have been asked to make staff available to answer any questions the Board might have about individual amendments. The Board will not be asked to make any formal decisions at these work sessions. On June 10, the Board will be asked to vote on and approve these amendments and budget notes. The Board will also be asked to adopt the budget on this date.

To help organize these changes we have color-coded the amendments by individual categories. Lastly, we have created a single report for amendments that impact the General Fund. This report contains amendments from all categories.

**Board  
Amendments  
(yellow)**

Board Amendments are all categorized as program amendments. The only criteria for a Board Amendment is that it has been proposed by a Commissioner or the Chair.

**Program  
Amendments  
(white)**

Program amendments make a programmatic or policy-driven change in a department's budget request such that funding levels are increased or decreased, or staff are added or subtracted. An example of a program amendment would be a program proposed by a Board member during the budget briefings. Program amendments from departments require a supplemental staff report supporting the requested change.

**ITAX  
Amendments  
(orange)**

ITAX amendments document any changes in ITAX funded programs that the Department wishes to propose. Any changes in ITAX funded programs must meet the intent of voters. The Board identified the following services as those to be supported by the measure:

- Housing and living assistance to seniors and the disabled;
- Prescription drug assistance for low-income seniors;
- Emergency mental health services;
- Health, mental health, and addiction treatment for offenders, to help reduce recidivism;
- Restoration of jail beds;
- Juvenile justice and gang services;
- Sheriff's deputies; and
- Alcohol and drug treatment for repeat offenders.

**Carryover  
Amendments  
(salmon)**

Carryover is a one-time-only *re-appropriation in the new year* of an expenditure *authorized in the prior year*. If we carry something over, it was planned for, *and budgeted for*, in the prior year. In theory, a department budget's **ending balance**, or unspent appropriation, should be adequate to cover the purchase in the new year.

For FY 2005, several carryover amendments have been submitted for the Board's consideration that propose to use this one-time resource to fund ongoing program expenditures. Using one-time-only funding for ongoing programs is always risky, less so in years when revenues are expected to grow, and more so in years when revenues are expected to remain flat or decline. It should be noted that in FY 2006, revenues are expected to drop due to the sunset of the ITAX.

Any Board-approved carryover amendments will be held in contingency until FY 2004 has closed in order to ensure that FY 2005 General Fund beginning working capital meets the adopted appropriation

**Staffing  
Amendments  
(lavender)**

Staffing amendments show any proposed change in staffing levels between departmental organizations. Staffing amendments are the same as technical amendments in the sense that they should not reflect any bottom-line changes in a department's staff levels. An example of a staffing amendment would be the transfer of staff into a different program within the department. Reclassifications are also categorized as staffing amendments.

**Revenue  
Amendments  
(blue)**

Revenue amendments are a means of recognizing revenues that were not included in the budget request. An example of a revenue amendment would be a grant that is awarded to a department in April, after the department's budget request has been turned in. Revenues amendments will generally have a corresponding increase in expenditures.

**Technical  
Amendments  
(mint)**

Technical amendments make adjustments between object codes that do not change the bottom line in a department or a fund. An example of a technical change would be adjusting materials and services between a department's divisions in the same fund.

**Proposed Process for Finalizing Amendments and Budget Notes**

- June 1st - Budget Office and Departments to present the proposed Budget Notes and amendments – Board, Program, ITAX, Carryover, Technical, Staffing and Revenue. Budget Office and departmental staff will be present to review the amendments and respond to questions. Board can leave or delete amendments from lists or ask for more information.
- June 8th – Discussion of Board amendments (or continued review of departmental amendments). Board can leave or delete amendments from lists or ask for more information. Or if the Board is ready, it may finalize the list of departmental and Board amendments and Budget Notes to include in the budget adoption resolution.

- June 9th -- Finalize list of departmental and Board amendments and Budget Notes to include in budget adoption resolution.
  - June 10th Board meeting – Board votes on amendments grouped by category. Board votes on Budget Notes. Commissioners can ask that any amendment be moved from group and voted on separately. Once amendments are approved, the budget adoption is voted on.
3. **Explain the fiscal impact (current year and ongoing).**  
The amendments will impact program services, revenues, and staffing.
  4. **Explain any legal and/or policy issues.**  
The amendments will be incorporated into the adopted budget, which sets the legal appropriation for departments.
  5. **Explain any citizen and/or other government participation that has or will take place.**  
Three evening public hearings have been scheduled to collect public input on the budget.

**Required Signatures:**

Department/Agency Director:  Date: 05/21/04

Budget Analyst

By: \_\_\_\_\_ Date: \_\_\_\_\_

Dept/Countywide HR

By: \_\_\_\_\_ Date: \_\_\_\_\_

# **FY 2005 Budget Notes**

June 1, 2004

## **Flash Money**

The County understands that, on occasion, the use of large sums of money known as "flash money" is a necessary element to the successful investigation of drug, property, and other types of crimes by the Sheriff's Office. In order to further an investigation, the use of flash money is an important tool to the infiltration of the criminal enterprise and in gaining the acceptance and confidence of an alleged criminal. The County also understands that there is a risk of loss when flash money is used during these types of investigations. The County acknowledges the sum of \$100,000 as an acceptable risk when using flash money in a criminal investigation.

## Summary of Budget Changes

## Pending Amendments

## Board Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_BA_01	FBAT-Budget. Add 1.00 FTE Research/Evaluation Specialist II position to the Budget Office to work on Human Services evaluation. \$80,500.	80,500	0	0	1.00
	<b>BCS Total</b>	<b>80,500</b>	<b>0</b>	<b>0</b>	<b>1.00</b>
05_CNTY_BA_01	Increase budgeted BIT revenue by \$1.0 million to bring estimate more into line with projected FY2004 collections.	0	1,000,000	1,000,000	0.00
	<b>CNTY Total</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0.00</b>
05_DA_BA_01	Restores \$100,000 of General Fund support for 1.00 Deputy District Attorney 2 in the Gresham Neighborhood DA Unit in East County.	113,040	13,040	-100,000	1.00
	<b>DA Total</b>	<b>113,040</b>	<b>13,040</b>	<b>-100,000</b>	<b>1.00</b>
05_DCHS_BA_01	Directs DCHS to restore \$95,000 from existing resources to Prostitution Alternatives, returning the program to its full funding level.	0	0	0	0.00
05_DCHS_BA_02	Restores \$240,000 to support 3.00 FTE in the Adult Protective Services program in the Aging & Disability Services division.	240,000	0	-240,000	0.00
	<b>DCHS Total</b>	<b>240,000</b>	<b>0</b>	<b>-240,000</b>	<b>0.00</b>
05_DCJ_BA_01	Restores \$65,000 of General Fund to support 1.00 FTE Juvenile Counselor in the Gang Unit.	76,648	11,648	-65,000	1.00
	<b>DCJ Total</b>	<b>76,648</b>	<b>11,648</b>	<b>-65,000</b>	<b>1.00</b>
05_HD_BA_01	Restores hours at school-based health centers.	1,100,000	0	-1,100,000	0.00
05_HD_BA_02	Restores dental sealant program.	270,000	0	-270,000	0.00
05_HD_BA_03	Restores La Clinica to full funding.	500,000	0	-500,000	0.00
	<b>HD Total</b>	<b>1,870,000</b>	<b>0</b>	<b>-1,870,000</b>	<b>0.00</b>
05_MCSO_BA_01	Restores 3.00 Civil Deputies in the Civil Processing Unit and 1.00 Deputy Sheriff who will participate in the regional Child Abuse Team. Total Restoration is \$257,323 and 4.00 FTE.	303,616	46,293	-257,323	4.00
05_MCSO_BA_02	General Fund Carryover - MCSO projects \$1.5 million General Fund under spending for FY 2004. \$1.0 million will be held in reserve for MCSO until the ending balance can be confirmed with the difference falling to the fund balance. If MCSO's ending balance comes in less than projected the savings allocation will be prorated based on the current ratio (\$1M:\$500k).	0	1,000,000	1,000,000	0.00
05_MCSO_BA_03	Increases MCSO's budget by \$1,007,593 and 11.10 FTE by: (1) Increasing US Marshal rentals by 12 beds and \$507,642, aligning revenues more closely with actual bed rentals; and (2) Reducing contingency by \$499,951.	1,198,761	698,810	-499,951	11.10
	<b>MCSO Total</b>	<b>1,502,377</b>	<b>1,745,103</b>	<b>242,726</b>	<b>15.10</b>
05_NOND_BA_01	Increase federal legislative agenda contract services in the Public Affairs Office.	51,500	750	-50,750	0.00
	<b>NOND Total</b>	<b>51,500</b>	<b>750</b>	<b>-50,750</b>	<b>0.00</b>
05_OSCP_BA_01	Restores \$21,120 to Community Transitional School for Homeless Families. County General Fund funding is increased from \$30,000 to \$51,120.	21,627	507	-21,120	0.00
05_OSCP_BA_02	Restore \$10,000 to Learn Links. County General Fund funding is increased from \$20,000 to \$30,000.	10,240	240	-10,000	0.00
05_OSCP_BA_03	Restore \$177,871 for Clearinghouse Emergency Shelter Vouchers.	182,141	4,270	-177,871	0.00
05_OSCP_BA_04	Provides \$89,300 of General Fund for Teen Pregnancy Prevention to replace CCFC funds that were reallocated to support the school age policy framework.	91,444	2,144	-89,300	0.00
05_OSCP_BA_05	Provides \$32,250 to restore Youth Investment Coordination that was transitioned to the School Age Policy Framework.	33,024	774	-32,250	0.00
	<b>OSCP Total</b>	<b>338,476</b>	<b>7,935</b>	<b>-330,541</b>	<b>0.00</b>

# Summary of Budget Changes

## Pending Amendments

### Board Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE	
		Total	4,272,541	2,778,476	-1,413,565	18.10

# Summary of Budget Changes

## Pending Amendments

### Program Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_PA_01	Community Services- Housing and SIP. This amendment accomplishes the following: (1) Increases an Administrative Secretary from 0.50 FTE to 0.80 FTE at a cost of \$11,602; (2) Budgets \$2,500 to join the Housing Alliance which advocates for the development of affordable housing; and (3) Corrects an error in SIP where the funding for a position was budgeted but the position was inadvertently left out. (1) and (2) were funded by increasing salary savings by \$14,386 achieved due to temporary reassignment of staff to Business Services.	0	0	0	0.30
<b>BCS Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.30</b>
05_DCHS_PA_01	Moves 1.80 FTE fiscal staff from County Business Services to Aging & Disability Services' Public Guardian program. Business Services determined that the positions perform department specific work and are needed within DCHS to maintain their workload.	0	0	0	0.00
05_DCHS_PA_02	Eliminates 2.00 FTE in the Chief of Staff's Office to fund a new 1.00 FTE Program Manager 2 and \$50,442 in professional services.	-9,729	-9,729	0	-0.98
05_DCHS_PA_03	Adds 2.00 FTE Office Assistant 2 positions for \$86,104 in the Medical Records unit of the Quality Management program in the Mental Health and Addiction Services Division due to increased workload, compliance issues, and regularly scheduled state audits. Subacute contracts are reduced to cover the costs of the positions.	18,949	18,949	0	2.00
05_DCHS_PA_04	Establishes the Mental Health Community Based Services unit in the Addiction Services program by combining 10.00 existing positions within the Mental Health & Addictions Division.	0	0	0	0.00
05_DCHS_PA_05	Adds 1.00 FTE Mental Health Consultant and \$75,000 on call funding for the Involuntary Commitment unit of the Safety Net program in the Mental Health & Addiction Services division by reallocating State Mental Health MHS 24 funding.	10,597	10,597	0	1.00
<b>DCHS Total</b>		<b>19,817</b>	<b>19,817</b>	<b>0</b>	<b>2.02</b>
05_DCJ_PA_01	The Juvenile Accountability Block Grant (JABG) funding for FY 2005 was reduced by 25%. The budget was submitted prior to engaging the planning process for reductions. This amendment aligns the budget with the recommendations by decreasing revenue by an additional \$10,612, cutting (0.34 FTE) and distributing the reduction to IRCO and Victory Outreach service providers.	-14,121	-14,037	84	-0.34
05_DCJ_PA_02	Transfers 3.00 FTE (2.00 Contract Specialists and 1.00 Finance Specialist) from County Business Services back to DCJ. It was determined that the positions perform department specific and are necessary to maintain DCJ's workload.	0	0	0	0.00
05_DCJ_PA_03	DCJ's initial budget included a placeholder for the Department of Corrections (DOC) funding until better information was available. This amendment shifts the placeholder budget into Adult Services Programs. It increases FTE by 2.68 and reduces revenue by \$29,665.	-12,835	-12,893	-58	2.68
<b>DCJ Total</b>		<b>-26,956</b>	<b>-26,930</b>	<b>26</b>	<b>2.34</b>
05_HD_PA_01	Adds state and local revenues to the Vector Control program to pay for on-call staff to address summer workload increase due to mosquito surveillance and abatement.	12,205	12,205	0	0.00
05_HD_PA_02	Adds interdepartmental agreement revenue from the Road and Facilities Funds to the Vector Control budget.	48,046	48,046	0	0.00
05_HD_PA_03	Transfers Medical Accounts Receivable group (9.0 FTE) from DBCS-Business Services to the Health Department. It was determined that the positions perform department specific tasks and are necessary to maintain the Health Department's workload.	16,377	16,377	0	0.00
<b>HD Total</b>		<b>76,628</b>	<b>76,628</b>	<b>0</b>	<b>0.00</b>

# Summary of Budget Changes

## Pending Amendments

### Program Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_MCSO_PA_01	\$1.0 million was restored in the Chair's Executive Budget to continue operating 1 dorm (57 jail beds); however, there was not enough time to detail the allocation so a placeholder was used. This amendment identifies where the funding will be used and increases MCSO's FTE by 10.60.	182,257	182,257	0	10.60
	<b>MCSO Total</b>	<b>182,257</b>	<b>182,257</b>	<b>0</b>	<b>10.60</b>
05_NOND_PA_01	Reduces the cash transfer of SIP Community Service Fee funds to the General Fund Reserve by \$75,000 and increases OSCP SIP expenditures by \$75,000 per Board Resolution 02-105 for housing assistance.	-68,273	-68,089	184	0.00
	<b>NOND Total</b>	<b>-68,273</b>	<b>-68,089</b>	<b>184</b>	<b>0.00</b>
	<b>Total</b>	<b>183,473</b>	<b>183,683</b>	<b>210</b>	<b>15.26</b>

## Summary of Budget Changes

## Pending Amendments

## ITAX Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_DA_IT_01	ITAX funding was used to replace lost State revenue. Some activities funded by ITAX manage lower risk offenders. Due to additional cuts there is a gap between services for high and low risk offenders. This amendment address the gap by reprogramming low risk functions: (1.00) DDA2 in the Drug Unit, (1.00) DDA3 from Support Enforcement, contracts for Community Courts and a minor amount of funding for the Medical Examiner into services for high and medium risk offenders including: 1.00 DDA3 (Felony Unit D, aggravated assault, adult sex offenses, attempted murder), 1.00 DDA3 (Domestic Violence) and 0.46 DDA3 in Felony Unit C (robbery, burglary, arson). The net result is a loss of (0.54) FTE.	369	369	0	-0.54
	<b>DA Total</b>	<b>369</b>	<b>369</b>	<b>0</b>	<b>-0.54</b>
05_DCHS_IT_01	Reallocates \$71,273 in ITAX contract funds in the Adult Residential & Commitment Monitoring Unit of the Safety Net program in the Mental Health & Addiction Services division to fund 1.00 FTE Mental Health Consultant to expand outreach capacity.	10,567	10,567	0	1.00
	<b>DCHS Total</b>	<b>10,567</b>	<b>10,567</b>	<b>0</b>	<b>1.00</b>
05_NOND_IT_01	Increases ITAX pass-through expenditures to schools to reflect estimated FY 2005 collections plus carryforward from FY 2004.	4,290,521	4,290,521	0	0.00
	<b>NOND Total</b>	<b>4,290,521</b>	<b>4,290,521</b>	<b>0</b>	<b>0.00</b>
	<b>Total</b>	<b>4,301,457</b>	<b>4,301,457</b>	<b>0</b>	<b>0.46</b>
<b>Grand Total (all amendment types)</b>		<b>13,832,253</b>	<b>12,774,228</b>	<b>-1,073,526</b>	<b>41.48</b>

## Summary of Budget Changes

## Pending Amendments

## Carryover Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_CA_01	CBS- Facilities Capital Funds. Adjusts BWC & budgets for several building projects with varied levels of carryover due to progress made during the year. New FY 2005 projects not presented during the Capital briefing include (1) replacement of a hot water storage tank at the Courthouse, \$50,000; (2) Juvenile Justice Center lighting upgrade, \$50,000; and (3) modifications to heating and ventilation at the Mid County Health Clinic, \$12,000.	653,649	653,649	0	0.00
05_BCS_CA_02	CBS-IT- Data Processing Fund - Carryover \$294,435 for the Automated Backup Scheduling software, and \$155,070 updating HALON fire suppressant. Both projects were delayed until FY 2005.	466,495	466,495	0	0.00
05_BCS_CA_03	Business Services-IT-Flat Fee. Reduces flat fee carryover by \$502k, due to recent computer purchases.	-502,063	-502,063	0	0.00
05_BCS_CA_04	Business Services-FREDS-Fleet Fund- Increases BWC by \$708,829 due to vehicle purchases delayed, in process, or removal of vehicles from fleet, as well as fund balance review. Distribution Fund- decreases BWC by \$6,607 due to fund balance review.	645,005	702,222	0	0.00
05_BCS_CA_05	Community Services-Road Fund Revises FY 2005 Transportation Capital Program to reflect delays in construction spending and updated project information. All projects were included in the April 27, 2004 Capital Briefing.	2,004,809	2,004,809	0	0.00
	<b>BCS Total</b>	<b>3,267,895</b>	<b>3,325,112</b>	<b>0</b>	<b>0.00</b>
05_DCJ_CA_01	General Fund \$153,461 - Adds 2.00 FTE Clinical Coordinators to Juvenile Treatment Services to coordinate mental health care for detained youth. Funding will come from an increase in Beginning Working Capital resulting from under spending by DCJ in the General Fund for FY 2004. The funding will be held in contingency until the first quarter review validates the under spending.	0	153,461	153,461	0.00
	<b>DCJ Total</b>	<b>0</b>	<b>153,461</b>	<b>153,461</b>	<b>0.00</b>
05_MCSO_CA_01	Federal State Fund - \$378,024 During the April 2004 State Legislative Emergency Board, MCSO was allocated 100% of their Department of Corrections funding for FY 2004. The late restoration has provided MCSO with \$378,024 of additional revenue that will be carried forward into FY 2005 where funding levels for DOC are slated to be less than 100%.	413,538	414,521	983	0.00
05_MCSO_CA_02	Justice Services Special Operations Fund - \$115,000 of revenue in MCSO's dedicated fund for Work Crews will be carried over to FY 2005 to cover the cost of three trucks and the necessary work needed to retrofit them. The trucks were ordered in the Spring 2004 but due to delays in shipment will not be delivered until after June 30th.	116,733	116,733	0	0.00
05_MCSO_CA_03	Inmate Welfare Fund \$118,870 - The Commissary budget for the Inmate Welfare fund received more revenue than anticipated in FY 2004 due to the increase of beds from the passage of ITAX. The revenue is being carried forward in FY 2005 to purchase supplies specifically for inmates.	124,763	125,067	304	0.00
05_MCSO_CA_04	General Fund - MCSO received \$199,065 in FY 2004 from the State Criminal Alien Assistance Program (SCAAP) Grant. The funds were scheduled to assist in purchasing a long haul bus for the Corrections Transport Unit to move inmates between Multnomah County correctional facilities and two Oregon Department of Correction facilities located in Salem and Pendleton and in purchasing ballistic/stab resistant vests. MCSO was notified in May 2004 that the long haul bus would not be available until after July 1, 2004. The funds will be held in contingency until the ending balance is verified.	0	199,065	199,065	0.00
	<b>MCSO Total</b>	<b>655,034</b>	<b>855,386</b>	<b>200,352</b>	<b>0.00</b>
05_NOND_CA_01	General Fund carryover for \$5,000 in District 2 to implement the recommendations of the Latino Gang Violence Prevention Task Force.	5,000	5,000	0	0.00
	<b>NOND Total</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0.00</b>

# Summary of Budget Changes

## Pending Amendments

### Carryover Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE	
		Total	3,927,929	4,338,959	353,813	0.00

## Summary of Budget Changes

## Pending Amendments

## Staff Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_PA_02	Community Services-Elections Moves 1.00 FTE back to Elections from Finance Operations because it was determined that the tasks were specific to Elections.	0	0	0	0.00
05_BCS_SA_01	Business Services IT- Moves positions to different cost centers and corrects job classification that were budgeted incorrectly.	0	0	0	0.00
05_BCS_SA_02	Business Services-HR Adds \$38,753 for a 0.50 FTE transfer from DCJ inadvertently left out of the budget. Funded with salary savings.	0	0	0	0.50
05_BCS_SA_04	Business Services-Facilities Moves positions due to an internal reorganization.	1	0	0	0.00
05_BCS_SA_05	Community Services-Bridge Fund - Corrects five job classifications.	0	0	0	0.00
05_BCS_SA_07	Business Services-Administration- Corrects a Job Classification from Health Services Manager Sr to Program Manager Sr.	0	0	0	0.00
05_BCS_SA_08	FBAT-Changes Program Manager Sr to Chief Financial Officer due to reclassification. The \$15,000 will be funded with existing resources.	0	0	0	0.00
	<b>BCS Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0.50</b>
05_DA_SA_01	Shifts \$63,243 budgeted in Premium in the Felony Division Administration to fund 0.54 FTE for a Deputy District Attorney 3 in Unit C (robbery, burglary and arson).	7,084	7,084	0	0.54
	<b>DA Total</b>	<b>7,084</b>	<b>7,084</b>	<b>0</b>	<b>0.54</b>
05_DCHS_SA_01	Increases an Office Assistant position by 0.25 FTE for \$13,434 in Aging & Disability Services' Long Term Care Southeast District Office by reducing contract funds for special services/advocacy.	2,784	2,784	0	0.25
05_DCHS_SA_02	Moves 3.00 positions within the Aging & Disability Services' Long Term Care District Offices to balance case loads.	0	0	0	0.00
05_DCHS_SA_03	Moves a 0.80 FTE Mental Health Consultant from the Call Center Safety Net Program to the Quality Management program. This position is responsible for the Verity Member Services Line.	0	0	0	0.00
05_DCHS_SA_04	Cuts a vacant 0.83 FTE mental health consultant in the School Mental Health unit to fund a new 1.00 FTE supervisor position in the School Mental Health unit of the System of Care program in the Mental Health & Addiction Services division due to compliance issues with OAR's pertaining to clinical supervision.	0	0	0	0.17
05_DCHS_SA_05	Adjusts staffing (position funding, job class coding, and movements) in the Mental Health & Addictions Division. A 0.80 FTE Mental Health Consultant is moved from the Quality Management Program to the Community Mental Health Program; a 0.50 FTE Data Tech is moved from Business Operations to the Community Mental Health Program. Several mental health consultant/ acute care coordinator position classifications are corrected.	0	0	0	0.00
	<b>DCHS Total</b>	<b>2,784</b>	<b>2,784</b>	<b>0</b>	<b>0.42</b>
05_DCJ_SA_01	Relocates 7.00 FTE (1.00 Administrative Analyst, 6.00 Office Assistants 2's) among various programs in the Adult Services Division. The transfers result in a zero net change to FTE, personnel dollars, indirect and operational charges, and funds.	0	0	0	0.00
05_DCJ_SA_02	Reduces the reliance on on-call personnel in the Juvenile Custody Units by reprogramming \$50,305 to support 1.00 FTE for a Juvenile Custody Services Specialist.	8,134	8,134	0	1.00
	<b>DCJ Total</b>	<b>8,134</b>	<b>8,134</b>	<b>0</b>	<b>1.00</b>
05_HD_SA_01	Makes various minor changes to HD positions: corrects JCN's, corrects FTE amounts, adjusts dollar amounts between temp and on-call.	3,888	3,888	0	0.60
	<b>HD Total</b>	<b>3,888</b>	<b>3,888</b>	<b>0</b>	<b>0.60</b>

# Summary of Budget Changes

## Pending Amendments

### Staff Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_OSCP_SA_01	Cuts 1.00 FTE Program Development Specialist in Energy Services and reassigns duties to cover costs associated with class comp studies. (SAI staff re-class \$14,491; PDS class comp study \$32,610)	-7,696	-7,696	0	-1.00
	<b>OSCP Total</b>	<b>-7,696</b>	<b>-7,696</b>	<b>0</b>	<b>-1.00</b>
	<b>Total</b>	<b>14,195</b>	<b>14,194</b>	<b>0</b>	<b>2.06</b>

## Summary of Budget Changes

FY 2005

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## Pending Amendments

## Revenue Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_HD_RA_01	Adjusts WIC revenues due to revised grant award for FY 2005. The increase of 1.90 FTE are existing employees who will not be laid off, as was originally planned.	147,450	147,728	278	1.90
05_HD_RA_02	Adjusts revenues in HIV & Hepatitis C Community Programs to reflect new funding formula. The new formula has a greater emphasis on HIV morbidity, which resulted in an increase of \$57,994 for Multnomah County. The new HIV prevention activities required under this funding stream include a focus on programs targeting HIV positive persons, developing uses for the new rapid testing technology and implementing CDC required interventions.	78,019	65,167	137	0.00
05_HD_RA_03	Revises revenue estimates in HIV Care Services Program to reflect reduction in funding from a new notice of grant award for the Ryan White Title 1 federal grant. Programmatic impacts include a reduction in funds for Health Insurance services to pay premiums, co-pays and deductibles for low-income people living with HIV. The decision to reduce this service category was made by our HIV Services Planning Council. Approximately 25-30 fewer people will be able to receive these services in FY 2005. Other impacts include a restructuring of personnel in the HIV Care Services Program including staff who administer the program and staff who support the HIV Services Planning Council activities. There is a net reduction of .80 FTE in permanent staff assigned to the program.	-149,672	-149,944	-272	-0.80
05_HD_RA_04	Adds two new grants to the Environmental Health Projects Program: EPA Child Care and Asthma grant (\$26,077) ; and State Drinking Water Grant (\$43,541). These grants were awarded after the budget request was completed.	96,178	96,365	187	0.70
05_HD_RA_05	Restores state Tobacco Prevention program funding on a reduced scale. This program was cut at the state level due to Measure 30, but the tobacco prevention community advocates were able to have the legislature reinstate a small portion of the funding to DHS.	120,426	123,655	229	1.10
	<b>HD Total</b>	<b>292,401</b>	<b>282,971</b>	<b>559</b>	<b>2.90</b>
05_LIB_RA_01	Adds \$500,185 in revenues from The Library Foundation for the following services: (1) Summer Reading 2004 \$90k; (2) Everybody Reads \$50k; (3) Rare Collections \$72.4k; (4) Promoting Rare Collections \$30k; (5) Books and Materials \$23k; (6) Storytelling Festival \$10k; (7) Children's Book Illustration Visits \$1k; (8) Books 2 U \$69,788; (9) Raising a Reader \$130k; (10) Director's Discretionary Fund \$20k; (11) Writer's Fair \$2k; and (11) Department Indirect \$1,997. In total the change adds 2.00 FTE (Books 2 U-- Outreach and Early Childhood Resource-- librarian).	500,185	500,185	0	2.00
	<b>LIB Total</b>	<b>500,185</b>	<b>500,185</b>	<b>0</b>	<b>2.00</b>
05_NOND_RA_01	Increases CCFC Court-Appointed Special Advocates (CASA) revenue in DCJ's CASA program.	12,264	12,294	30	0.00
	<b>NOND Total</b>	<b>12,264</b>	<b>12,294</b>	<b>30</b>	<b>0.00</b>
05_OSCP_RA_01	Removes the \$276,846 HUD Turning Point grant from the OSCP budget. Neighborhood House has been the sole provider and recipient of the grant funds. At the request of Neighborhood House, HUD will award the grant directly to Neighborhood House and assume all administrative responsibilities.	-289,317	-290,029	-712	0.00
	<b>OSCP Total</b>	<b>-289,317</b>	<b>-290,029</b>	<b>-712</b>	<b>0.00</b>
	<b>Total</b>	<b>992,593</b>	<b>1,027,553</b>	<b>-51</b>	<b>4.90</b>

## Summary of Budget Changes

## Pending Amendments

## Revenue Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_RA_01	Community Services-Road Fund. Increases revenue by \$35,000 from the City of Gresham for a local project.	35,000	35,000	0	0.00
	<b>BCS Total</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>0.00</b>
05_CNTY_RA_01	Budgets Prior Year Property Tax revenue in the General Obligation Bond Sinking Fund. The addition of this revenue will enable the County to reduce the amount of the tax levy to support repayment of bonded debt.	0	0	0	0.00
05_CNTY_RA_02	Adds Interest revenue to County School Fund and Data Processing Fund.	500	45,500	0	0.00
	<b>CNTY Total</b>	<b>500</b>	<b>45,500</b>	<b>0</b>	<b>0.00</b>
05_DCHS_RA_01	Increase the Developmental Disabilities appropriation by \$326,258 to reflect the most recent contract amendments from the State of Oregon. The amendment also reclassifies 1) Program Development Specialist to a Senior Program Development Specialist Senior and 2) Program Development Specialist Senior to a Program Supervisor.	303,458	303,591	133	0.00
05_DCHS_RA_02	Changes revenue coding from "Fed thru State" to "Direct State Source" to properly characterize revenue sources.	0	0	0	0.00
05_DCHS_RA_03	Increase the Aging & Disability Services' appropriation by \$143,577 due to increased Title III funds. These funds are for congregate meals (\$17,592), home delivered meals (\$2,526), and family caregiver services (\$123,459).	145,921	145,921	0	0.00
	<b>DCHS Total</b>	<b>449,379</b>	<b>449,512</b>	<b>133</b>	<b>0.00</b>
05_DCJ_RA_01	Going Home Grant - This grant was received in April 2004 after the budget was submitted. Revenue is being increased by \$22,500 to support A&D Continuing Care and Anger Management professional services.	24,136	24,136	0	0.00
05_DCJ_RA_02	Embrace Treatment Grant -was budgeted at \$88,017, the estimate was decreased to \$60,698 based on better information. The grant supports a consultant to research curriculum and develop training for treatment providers in family engagement techniques and family therapy for the Juvenile Services Division.	-31,955	-32,016	-61	0.00
	<b>DCJ Total</b>	<b>-7,819</b>	<b>-7,880</b>	<b>-61</b>	<b>0.00</b>

## Summary of Budget Changes

## Pending Amendments

## Technical Amendments

Trans ID	Description	Expenditure	Revenue	Effect on GF Contingency	FTE
05_BCS_TA_01	Business Services-SAP Finance Operations Reduces Capital Lease Retirement Fund payment and salary savings by \$34,099.	0	0	0	0.00
05_BCS_TA_02	Community Services-Elections. Shifts debt payment to the appropriate cost element.	0	0	0	0.00
05_BCS_TA_04	Business Services-FREDS-Materiels Mgmt -increases IT service reimbursement by \$4,871 due to move to the Banfield location.	4,871	0	0	0.00
05_BCS_TA_05	CBS-Placeholder. This amendment balances the internal service funds. The change amounts cannot be finalized until other amendments that impact internal services are completed.	0	0	0	0.00
	<b>BCS Total</b>	<b>4,871</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
05_DCHS_TA_01	Merges two HUD Horizons grants in the Domestic Violence unit into one for accounting purposes.	0	0	0	0.00
	<b>DCHS Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
05_DCJ_TA_01	Reduces professional services to increase communications by \$4,400 to support a contract with Fleishman-Hillard for public relations. The goal of the PR is to gain national awareness for Juvenile Detention reform, educate mainstream media, explain how detention techniques lead to safer communities and ultimately significant savings for taxpayers and businesses, and position Multnomah County as a national model.	0	0	0	0.00
	<b>DCJ Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
05_HD_TA_01	Corrects Early Childhood Services reorganization by re-distributing staff among the remaining three sites. Increases Medicaid revenues by \$76,972 due to increased productivity of provider teams.	85,493	76,972	151	0.80
05_HD_TA_02	Makes adjustments to balance SPNS Outreach grant award and to move Oregon Primary Care Association dues payment from the Director's Office into the correct cost center in the Integrated Clinical Services Division.	-11,078	-632	0	-0.10
05_HD_TA_03	Restores capital expenditure accidentally omitted in constraint. Constraint reduction of 5.8% applies. Supplies reduced to cover DBCS-Finance charge.	15,559	1,429	-14,130	0.00
	<b>HD Total</b>	<b>89,974</b>	<b>77,769</b>	<b>-13,979</b>	<b>0.70</b>
05_MCSO_TA_01	Transfers \$4,124 from supplies to correctly reflect the telecommunications services at MWRC. There is no impact to MCSO's General Fund but there is an increase of \$4,124 to the Telephone Fund and a decrease of (\$62) to Finance Operations.	4,062	4,062	0	0.00
	<b>MCSO Total</b>	<b>4,062</b>	<b>4,062</b>	<b>0</b>	<b>0.00</b>
05_NOND_TA_02	Removes \$46 budgeted in error in Auditor's Office ITAX budget.	-46	0	46	0.00
05_NOND_TA_03	Accounting change only: moves Regional Investment Board program dollars out of the SIP Fund and into the Federal-State Fund. No net change.	0	0	0	0.00
05_NOND_TA_04	Adds enhanced services Facilities charges to Nondepartmental budget that were omitted in the request. Reduces TRANS interest expense for no net change to the Nondepartmental budget. Increases the Facilities Fund by \$48,075 in service reimbursement revenue.	41,204	48,075	0	0.00
	<b>NOND Total</b>	<b>41,158</b>	<b>48,075</b>	<b>46</b>	<b>0.00</b>
05_OSCP_TA_01	Moves \$4,000 from School Age Policy Framework (SAPF) professional services to pass through to correctly budget for the Region 4 SAPF contract.	0	0	0	0.00
	<b>OSCP Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
	<b>Total</b>	<b>140,065</b>	<b>129,906</b>	<b>-13,933</b>	<b>0.70</b>