

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ORDINANCE NO. 242

An ordinance requiring that applicants for county approval of Oregon Economic Development Revenue Bonds and Oregon Economic Development Lagging Area Tax Credits conform to equal employment opportunity requirements.

Multnomah County ordains as follows:

Section 1. Findings

A. Multnomah County's annual average unemployment rate is higher than the four percent full employment goal, and minority group members, women, handicapped persons, and veterans residing in Multnomah County have disproportionately high numbers of unemployed.

B. The County's Economic Development Plan commits the County to the full utilization of human resources and the removal of barriers to employment for Multnomah County residents. The Board of County Commissioners has also adopted an Affirmative Action Plan dedicated to the provision of equal employment opportunity to all persons.

C. ORS 280.330 requires that prior to action by the Oregon Economic Development Commission to finance an eligible economic development project in Multnomah County, such financing must be requested by the Board of County Commissioners.

D. State law also requires that the county review applications for Oregon Economic Development Lagging Area Tax Credits for consistency with the overall economic development plan.

E. The county's Economic Development Advisory Commission (EDAC) has recommended that county approval of the above-mentioned projects be conditioned on assurance from applicants that their projects will meet equal employment opportunity guidelines.

F. EDAC has developed such guidelines and enforcement requirements and has recommended that they be approved by the Board. The Board concurs with the recommendation.

Section 2. Adoption

A. The "Equal Employment Opportunity Agreement Form" attached hereto as Exhibit 1 and incorporated herein by this reference, is adopted.

B. The document entitled "Good Faith Reporting Requirements For Firms Generating Ten Or More New Positions," attached hereto as Exhibit 2 and incorporated herein by this reference, is adopted.

ADOPTED this 17th day of July, 1980, being the date of its second reading before the Board of County Commissioners of Multnomah County, Oregon.

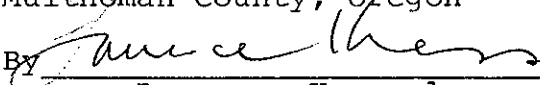
BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

(SEAL)

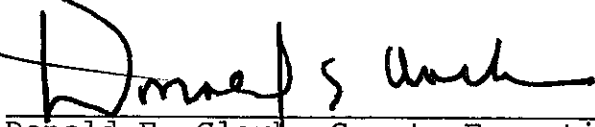
By   
Presiding Officer

APPROVED AS TO FORM:

JOHN B. LEAHY  
County Counsel for  
Multnomah County, Oregon

By   
Laurence Kressel  
Deputy County Counsel

Authenticated by the County Executive  
on the 18th day of July, 1980.

  
Donald E. Clark, County Executive

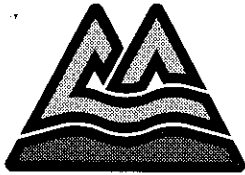


EXHIBIT I

# MULTNOMAH COUNTY OREGON

DIVISION OF PLANNING AND DEVELOPMENT  
2115 S.E. MORRISON  
PORTLAND, OREGON 97214  
(503) 248-3591

DONALD E. CLARK  
COUNTY EXECUTIVE

## EQUAL EMPLOYMENT OPPORTUNITY AGREEMENT

The applicant agrees that in consideration of the issuance of Oregon Economic Development Revenue Bonds or inclusion in the Oregon Economic Lagging Area Program the applicant will not unlawfully discriminate against any employee or applicant for employment because of sex, age, race, creed, color, national origin, physical or mental handicap, or previous employment status with respect to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

The applicant will send to each labor union or representative of workers with whom applicant has a bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative of the applicant's commitment to the Multnomah County Equal Employment Opportunity Agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The applicant for Oregon Economic Development Revenue Bonds and/or the Oregon Economic Lagging Area Tax Credit Program shall submit Form MC-DES 1 to the Oregon Economic Development Commission and Multnomah County Department of Environmental Services, Division of Planning and Development at the time of filing of application for determination of Oregon Industrial Revenue Bond and/or Economic Lagging Area project eligibility.

The applicant for Oregon Industrial Revenue Bonds shall submit Form MC-DES 2 to the Oregon Economic Development Commission and Multnomah County Department of Environmental Services, Division of Planning and Development, at the 6-month anniversary of final expenditure of Oregon Industrial Revenue Bond sale proceeds.

The applicant for the Oregon Economic Lagging Area Tax Credit Program shall submit Form MC-DES 2 to the Oregon Economic Development Commission and Multnomah County Department of Environmental Services, Division of Planning and Development, at the end of each fiscal year for which Oregon Economic Lagging Area Tax Credits are claimed.

The applicant for Oregon Economic Development Revenue Bond Program and/or the Oregon Economic Lagging Area Tax Credit Program who generates ten or more new positions as a result of the utilization of the above mentioned program(s) will submit form MC-DES 3 to the Oregon Economic Development Commission and Multnomah County Division of Planning and Development at the time of filing of the first MC-DES 2 form.

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Authorized Company Official

\_\_\_\_\_  
Signature of Applicant's Authorized  
Representative

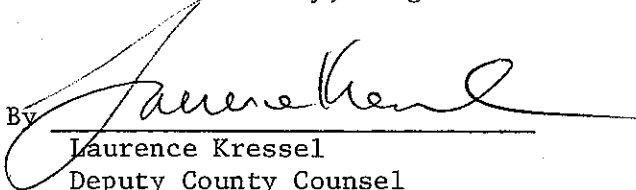
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

JOHN B. LEAHY, County Counsel  
for Multnomah County, Oregon

By

  
\_\_\_\_\_  
Laurence Kressel  
Deputy County Counsel

Form MC-DES 1 CURRENT AND PROJECTED PERMANENT EMPLOYEE AND PAYROLL DATA										Name and Address of Organization		I. Check Appropriate Box <input type="checkbox"/> IRB Applicant <input type="checkbox"/> ELA Applicant <input type="checkbox"/> Other (IR#)		II. Project Number					
IV. Job Categories		V. Sex		VI. Present Employees			VII. Jobs To be saved			VIII. New jobs to be created			IX. Summary New Employees		X. Employee Totals				
		A. Total Employees	B. Black	C. Hispanic	D. Asian or Pacific Islander	E. American Indian or Alaskan Native	F. Total Employees	G. Total Minorities	H. Total Employees	I. Black	J. Hispanic	K. Asian or Pacific Islander	L. American Indian or Alaskan Native	M. Total non-Multico Hires	N. Total previously unemployed	O. Total age 40+	P. Total Minorities	Q. Total Employees	R. Total Minorities
Officials and Managers	MF F																		
Professionals	PM F																		
Technicians	TF F																		
Sales Workers	SM F																		
Office and Clerical	OF F																		
Craftsperson (skilled)	CF F																		
Operatives (semi-skilled)	OP F																		
Laborers (unskilled)	LF F																		
Service Work and others	WF F																		
TOTAL	AM F																		
XI. Present annual total payroll		(OAP) \$		(PPM) \$		(PPF) \$		(TMT) \$		(TMT) \$		(TMT) \$		(TMT) \$		(TMT) \$		(TMT) \$	
XII. Expected annual total payroll when fully operational		(FOS) \$		(OPM) \$		(OPF) \$		(PTT) \$		(PTM) \$		(PTF) \$		(PTT) \$		(PTM) \$		(PTT) \$	
XIII. Expected temporary and part time employees		Total		Minorities		Female		Total		Minorities		Female		Total		Minorities		Female	
XIV. Expected temporary and part time employees when fully operational		(FOS) \$		(OPM) \$		(OPF) \$		(PTT) \$		(PTM) \$		(PTF) \$		(PTT) \$		(PTM) \$		(PTT) \$	
XV. This form prepared by:		(Type name and position)		(Signature)		(Date)		(Tele. No.)		(Type Title of Officer)		(Signature)		(Date)		(Type Title of Officer)		(Signature)	
XVI. Authorized company official:		(Type name and position)		(Signature)		(Date)		(Tele. No.)		(Type Title of Officer)		(Signature)		(Date)		(Type Title of Officer)		(Signature)	

No further monies or other benefits may be authorized under this program unless this report is completed and filed as required by existing law and regulations.

FINAL PERMANENT EMPLOYEE  
AND PAYROLL DATA

Form NC-DES 2		Name and Address of Organization		I. Check Appropriate Box		II. Project Number															
				<input type="checkbox"/> IRB Applicant <input type="checkbox"/> ELA Applicant <input type="checkbox"/> Other _____ (IR#) _____		III. Project Completion Date															
IV. Job Categories	V. Sex	VI. Present Employees				VII. Jobs To be saved				VIII. New jobs to be created				IX. Summary New Employees				X. Employee Totals			
		A. Total	B. Black	C. Hispanic	D. Asian or Pacific Islander	E. American Indian or Alaskan Native	F. Total	G. Total	H. Total	I. Black	J. Hispanic	K. Asian or Pacific Islander	L. American Indian or Alaskan Native	M. Total non-Minorities	N. Total previously unemployed	O. Total age 40+	P. Total	Q. Total	R. Total		
Officials and Managers	MF F																				
Professionals	MF F																				
Technicians	MF F																				
Sales Workers	MF F																				
Office and Clerical	MF F																				
Craftsperson (skilled)	MF F																				
Operatives (semi-skilled)	MF F																				
Laborers (unskilled)	MF F																				
Service Work and others	MF F																				
TOTAL	MF F																				
XI. Present annual total payroll		(OAP) D		(PPM) \$		(PPF) \$															
		Total		Minorities		Female															
XII. Expected annual total payroll when fully operational		(FOS) \$		(OPM) \$		(OPF) \$															
		Total		Minorities		Female															
XIII. Present temporary and part time employees		(TMT)		(TMM)		(TMF)															
		Total		Minorities		Female															
XIV. Expected temporary and part time employees when fully operational		(PTT)		(PTM)		(PTF)															
		Total No.		Minorities		Female															
XV. This form prepared by:																					
XVI. Authorized company official:																					
(Type name and position)		(Signature)		(Date)		(Tele. No.)															
No further monies or other benefits may be authorized under this program unless this report is completed and filed as required by existing law and regulations.																					

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INSTRUCTIONS FOR FORMS MC-DES 1  
AND MC-DES 2 EXHIBITS I

INSTRUCTIONS FOR FORM MC-DES 1 and MC-DES 2

General Information

1. This form is for use by applicants who apply for Oregon Economic Development Revenue Bonds, Oregon Economic Lagging Area Tax Credit Program, or other Oregon or local public subsidy/incentive programs in Multnomah County.
2. This form will be completed by Applicants under the provisions and in accordance with Section 17 of the EDA Civil Rights Guidelines and Multnomah County Ordinance No. 242.

(a) All applicants for the above mentioned public subsidy/incentive programs must submit current employment and payroll data.

(b) All applicants who create or save permanent jobs as direct result of the utilization of the above mentioned programs must submit current and projected employment and payroll data.

3. If there is no information to be reported leave the space blank.
4. Race/Ethnic identification designations, Sections VI, VIII, IX and X as used here to not denote scientific definitions of anthropological origins. Employees should be included in the group with which they identify, or to which they are regarded as belonging by the community. No person shall be counted in more than one race/ethnic group. The categories used for this report are:

White - (Not of Hispanic origin). All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black - (Not of Hispanic origin) - All persons having origins in any of the Black racial groups of Africa.

Hispanic - All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture of origin, regardless of race.

Asian or Pacific Islanders - All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands. This area includes for example, China, Japan, India, Korea, the Philippines Islands, Viet Nam and Samoa.

American Indian or Alaska Native - All persons having origins in any of the original peoples of North American and who maintain cultural identification through tribal affiliation or community recognition.

5. Employment data for Items IV thru X must include ONLY full time permanent employees. Employees must be counted by sex, race/ethnic categories for each of the nine occupational categories and for the total. Job categories (Section IV for the purpose of this report are:

Officials and Managers - Occupations requiring administrative personnel who set broad policies, exercise overall responsibility for execution of these

policies, and direct individual departments or special phases of a firm's operations. Includes: Officials, executives, middle management, plant managers, and superintendents, salaried supervisors who are members of management, purchasing agents and buyers, and kindred workers.

Professional-Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, personnel and labor relations workers, physical scientists, physicians, social scientists, teachers, and kindred workers.

Technicians - Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through about 2 years post high school education, such as is offered in many technical institutes and junior colleges, or through equivalent on-the-job training. Includes; computer programmers and operators, drafters, engineering aides, junior engineers, mathematical aides, licensed, practical or vocational nurses, photographers, radio operators, scientific assistants, surveyors, technical illustrators, technicians (medical, dental, electronic, physical science), and kindred workers.

Sales-Occupations engaging wholly or primarily in direct selling: Includes: advertising agents sales workers, insurance agents and brokers, real estate agents and brokers, salesworkers, demonstrators, retail salesworkers, and sales clerks, grocery clerks and cashier checkers, and kindred workers.

Office and Clerical - Includes all clerical type work regardless of level of difficulty, where the activities are predominantly nonmanual though some manual work not directly involved with altering or transporting the products is included. Includes: Bookkeepers, cashiers, collectors (bill and accounts) messengers and office helpers, office machine operators, shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, and kindred workers.

Craft Worker (skilled) - Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgement and usually receive an extensive period of training. Includes: the building trades, hourly paid supervisors and lead operators (who are members of management), mechanics and repairers, skilled machining occupations, compositors and typesetters, electricians, engravers, job setters (metal) motion picture projectionist, pattern and model makers, stationary engineers, tailors and tailoresses, and kindred workers.

Operatives (semi-skilled) - Workers who operate machines or other equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. Includes: apprentices (auto mechanics, plumbers, bricklayers, carpenters, electricians, machinists, mechanics, building trades, metalworking trades, printing trades, etc.) operatives, attendants (auto service and parking, blasters, chauffeurs, delivery workers, dressmakers, and sewers (except factory), dryers, furnace workers, heaters (metal), laundry and dry cleaning operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers, (except auto), painters, (except construction and maintenance), photographic process workers, boiler tender, truck and tractor drivers, weavers (textile), welders and flamecutters and kindred workers.



## General Information Continued

Laborers (unskilled) - Workers in manual occupations which generally require no special training to perform elementary duties that may be learned in a few days and require the application of little or no independent judgement. Includes: garage laborers, car washers and greasers, gardener (except farm) and groundkeepers, stevedores, wood choppers, laborers performing lifting, digging, mixing, leading and pulling operations, and kindred workers.

Service Workers - Workers in both protective and nonprotective service operations. Includes: attendants (hospital and other institutions, professional and personal service, including nurses aides and orderlies), barbers, charworkers and cleaners, cooks (except household), counter and fountain workers, elevator operators, firefighters and fire protection, guards, doorkeepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses and kindred workers.

## INSTRUCTIONS

Item I - Check appropriate Block. Check the box that describes the users' category.

Item II - Self-explanatory.

Item III - Enter the expected date of project completion. The "date entry" should be made according to the following example: If the project will be complete on August 1, 1980, the entry should be written as 08/01/80.

Item IV - Self explanatory.

Item V - F=Female: M=Male.

Item IV - For applicants identified enter the number of PERMANENT jobs that are expected to be lost if assistance or benefits are not received or the requested project(s).

Item VIII - Enter the expected number of PERMANENT new jobs that will be created as a result of assistance or benefits received. Personnel counted in Sections VI and VII MUST not be counted in this section. Temporary and Part-Time jobs MUST NOT be counted in this section. Applicant should note Multnomah County Labor Force Characteristics Information attached.

Item IX - Project the number of PERMANENT employees expected six months after the date given in Section III, "Project Completion Date."

Item X - For MC 1 total current and projected permanent employees. For MC 2, total final number of permanent employees.

Item XI, XII - Include Permanent, Temporary and Part-Time Payrolls.

Items XIII, XIV, "Annual Payroll" is for Total Temporary and Part-Time Employees (also included in Annual Total Payroll).

Item XV - Self explanatory.

## General Information Continued

XVI - Applicants are required to sign the Form MC-DES 1, form MC-DES 2 and Agreement of Equal Employment Opportunity.

Item XVII - Self explanatory.

## REPORTING REQUIREMENTS

In accordance with Multnomah County Ordinance No. 242, Form MC-DES 1 and the Equal Employment Opportunity Agreement will be submitted to the Oregon Economic Development Commission and Multnomah County Division of Planning and Development at the time of initial application for determination of project eligibility. Form MC-DEA 2 will be submitted by Oregon Industrial Revenue Bond applicants six months after the final expenditure of project funds. Form MC-DES 2 will be submitted by Oregon Economic Lagging Area Program applicants at the end of each fiscal year for which tax credits are claimed.



# MULTNOMAH COUNTY OREGON

DIVISION OF PLANNING AND DEVELOPMENT  
2115 S.E. MORRISON  
PORTLAND, OREGON 97214  
(503) 248-3591

DONALD E. CLARK  
COUNTY EXECUTIVE

## EXHIBIT II

### GOOD FAITH HIRING EFFORT REPORTING REQUIREMENTS FOR FIRMS GENERATING TEN OR MORE NEW POSITIONS

Oregon Economic Development Revenue Bond Program and/or Oregon Economic Lagging Area Tax Credit Program approved applicants generating ten or more new positions as a direct result of the utilization of the aforementioned programs are required to submit the following information concerning the firm's recruitment and hiring practices ~~associated with the filling of the new positions.~~ Data is to be submitted to the Oregon Economic Development Commission and Multnomah County Division of Planning and Development at the time of first filing of form MC-DES 2 "Final Permanent Employee and Payroll Data".

1. Describe in tabular form the Multnomah County Labor Force Availability of females and minorities in relevant comparable federal job categories.

Contact Oregon Employment Division Portland Office: Statistical  
Division 229-5746 (Mr. John Stone)

2. Describe in tabular form the number of female and minority applicants for each position.
3. Where the female and minority employee applicant pool is not representative of the availability of these persons within the Multnomah County available labor force pool as described in Item 1 above document the utilization of non-traditional recruitment sources such as the following.
  - a. COSSPOL (Council of Spanish Speaking People of Oregon) 238-1387
  - b. Gray Panthers 281-9073
  - c. Indochinese Cultural and Service Center 288-6206
  - d. Japanese-American Citizen League 223-2454
  - e. League of Women Voters 252-6060 (East Multnomah County)  
228-1675 (Portland)
  - f. Urban Indian Council Inc. 248-4562
  - g. Urban League--Project Leap 288-9167
  - h. Oregon Dept. of Vocational Rehabilitation Regional Office 229-5182
  - i. Multnomah-Washington CETA Consortium 248-5192
  - j. Portland Bureau of Human Resources Employment and Training 248-4472