

4/19/78 - COMMISSIONERS'S DUTIES

1/016

MEMORANDUM

*This is
Public Record!*

Date April 19, 1978

From: Julie Keller Gottlieb

To: Multnomah County Charter Review Committee

Several weeks ago I requested on your behalf information concerning the duties of the County Commissioners other than the Chairman. They were asked to provide a brief summary of the boards and committees they sit on and the functions they perform as liaisons to the various departments, etc.

They were assured of the confidentiality of any information provided, hence I am sending this only to the sixteen members of the Committee.

I hope the information will be useful to you.

Julie

Commissioner Dennis Buchanan
Assignments and responsibilities as of April 1, 1978

Primary assignment and responsibility:

Liaison commissioner to Multnomah County's
Department of Human Services

Additional assignments and responsibilities as County's
representative on following boards, committees, and
commissions:

- *Airport Master Plan Committee
- *CETA Consortium Executive Board
- *CETA Consortium Advisory Committee
- *CRAG Board of Directors/Budget Committee
- *Employees Retirement Board (Multnomah County)
Housing Authority of Portland
- *Library Association Board
MCCAA Board
- *Metropolitan Arts Commission
Metropolitan Human Relations Commission
- *MSD Board of Directors
- *Northwest Oregon Health Systems Board
- *Northwest Oregon Health Systems Executive Committee
- *Northwest Oregon Health Systems Bylaws Committee
- *Northwest Oregon Health Systems Citizens Participation Committee
- *Northwest Oregon Health Systems Nominating Committee
- *Public Safety Employees Retirement Board (Multnomah County)
- *State Health Coordinating Council

*Routinely attends personally, rather than assigning a
staff member to attend and represent him.

Note: Meetings for each of these are usually scheduled for
once a month, although circumstances may require more
frequent meetings. Currently, the Northwest Oregon Health
Systems' committees and the two retirement boards are
requiring exceptional amounts of personal and staff
time.

CRAG and MSD are new assignments; these may also involve
unusual amounts of personal time.

Commissioner Gordon (duties assumed by Commissioner Roberts)

Commissioner Gordon had a number of responsibilities other than his normal legislative duties as a Commissioner. As liaison Commissioner to the Department of Environmental Services (DES) and the Office of County Management (OCM) he assumed the responsibility of keeping close watch on budget expenditures of those departments and management and administration of the programs carried out by those Departments. Commissioner Gordon would recommend changes in program emphasis and budget allocations and respond to questions concerning DES and OCM on the weekly agenda.

In addition to these internal functions, Commissioner Gordon served as a representative of the Board of Commissioners on the Columbia Region Association of Governments and Metropolitan Service District Boards of Directors as well as Chairman of the Board of Equalization and the County's Economic Development Advisory Commission. He also was active in the Association of Oregon Counties and the National Association of Counties serving on a number of committees formulating national and state policies on environmental and energy issues.

Commissioner Roberts will continue for the time being, to be liaison Commissioner to OCM and DES and serve on the Board of Equalization.



DAN MOSEE
COMMISSIONER

April 7, 1978

To: Diane Trudo

From: Virginia Alzner *ma*

In response to your memo of April 3rd, below is a list of the Boards and Committees on which Commissioner Dan Mosee serves:

Liaison Commissioner to Department of
Justice Services

Association of Oregon Counties,
Human Services Committee

Multnomah County Criminal Justice Council

Multnomah County Employees Retirement Board

Multnomah County Public Safety Retirement Board

City-County Council on Aging

Rocky Butte Relocation Committee

Local Corrections Advisory Committee for
Multnomah County

Commissioner Corbett:

Liaison: Department of Administrative Services
Division of Data Processing, Office of County Management

Representative: Retirement Boards
Library Board
Association of Oregon Counties, Environment
and Energy Committee

~~Commissioner~~ Commissioner Gordon and new Commissioner
~~and~~ Roberts

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Commissioner Roberts will continue, for the time being, to be liaison Commissioner to OCM and DES and serve on the Board of Equalization.



Multnomah County Oregon
Board of County Commissioners

April 17, 1978

TO: Julie Keller Gottlieb
FROM: Diane Trudo *Diane*
Clerk of the Board

Enclosed is the information you requested concerning the duties of the Commissioners other than the Chairman. Sorry it took so long.

I'm glad to be of help.

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TO MICROFILM



Multnomah County Oregon
Board of County Commissioners

April 3, 1978

TO: Ann/Maggie/Doris/Nicki

The Charter Review Committee has requested information concerning the duties of the Commissioners other than the Chairman. Could you please provide me with a brief summary by the end of this week of the duties performed by each of your respective bosses, i.e., the Boards and committees they sit on, the functions they perform as liaisons to the various departments, etc. Thank you.

DIANE TRUDO
Clerk of the Board

Commissioner Corbett:

Liaison: Department of Administrative Services

Division of Data Processing/OCM

Representative: Retirement Boards

Library Board

Association of Oregon

Counties Environment &

Energy Committee