

BOARD OF COUNTY COMMISSIONERS  
FORMAL BOARD MEETING  
RESULTS

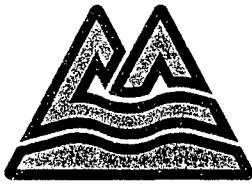
MEETING DATE: 6-18-92 p. 2

Agenda Item #	Motion	Second	APP/NOT APP
<u>R-13</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-14</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-15</u>	<u>SK</u> <u>{ motion to continue to 6-25-92 Table</u>	<u>GH</u>	<u>App</u>
<u>R-16</u>	<u>SK</u> <u>{ motion to refer back to the Committee</u>	<u>GH</u>	<u>App</u>
<u>R-17</u>	<u>GH</u> <u>{ motion to table</u>	<u>SK</u>	<u>App</u>
* <u>R-18</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-19</u>	<u>GH</u>	<u>SK</u>	<u>App</u>
* <u>R-20</u>	<u>GH</u>	<u>SK</u>	<u>App</u>
<u>R-21</u>	<u>SK</u> <u>{ motion to table until Sheriff Task Force Report</u>	<u>GH</u>	<u>App</u>
<u>R-22</u>	<u>GH</u> <u>{ motion to table</u>	<u>SK</u>	<u>App</u>
<u>R-23</u>	<u>?</u>	<u>?</u>	<u>?</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

BOARD OF COUNTY COMMISSIONERS  
FORMAL BOARD MEETING  
RESULTS

MEETING DATE: 6-18-92

Agenda Item #	Motion	Second	APP/NOT APP
<u>C-1</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>C-2</u>	<u>S</u>	<u>S</u>	<u>S</u>
<u>R-1</u>	<u>GH</u>	<u>SK</u>	<u>App</u>
<u>R-2</u>	<u>GH</u>	<u>SK</u>	<u>App</u>
<u>R-3</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-4</u>	<u>GH</u>	<u>SK</u>	<u>App</u>
<u>R-5</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-6</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-7</u>	<u>GH</u>	<u>SK</u>	<u>App</u>
<u>R-8</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-9</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-10</u>	<u>SK</u>	<u>GH</u>	<u>App</u>
<u>R-11</u>	<u>GH</u>	<u>SK</u>	<u>App</u>
<u>R-12</u>	<u>SK</u>	<u>GH</u>	<u>App</u>



# MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS  
ROOM 606, COUNTY COURTHOUSE  
1021 S.W. FOURTH AVENUE  
PORTLAND, OREGON 97204

GLADYS McCOY •	CHAIR •	248-3308
PAULINE ANDERSON •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
RICK BAUMAN •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •		248-3277

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

#### FOR THE WEEK OF

June 15 - 19, 1992

Tuesday, June 16, 1992 - 9:30 AM - Board Briefings. . . .Page 2

Tuesday, June 16, 1992 - 10:00 AM - Agenda Review . . . .Page 2

Wednesday, June 17, 1992 - 1:30 PM - Public Hearing . . . .Page 2

Thursday, June 18, 1992 - 9:30 AM - Regular Meeting . . . .Page 3

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

Thursday, 10:00 PM, Channel 11 for East and West side subscribers

Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers

Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

INDIVIDUALS WITH DISABILITIES MAY CALL THE OFFICE OF THE BOARD CLERK AT 248-3277 OR 248-5222 OR MULTNOMAH COUNTY TDD PHONE 248-5040 FOR INFORMATION ON AVAILABLE SERVICES AND ACCESSIBILITY.

PLEASE NOTE NEW OFFICE ADDRESSES:

Chair Gladys McCoy  
1120 SW Fifth Avenue, Room 1410

Vice-Chair Sharron Kelley  
1120 SW Fifth Avenue, Room 1500

Commissioner Pauline Anderson  
1120 SW Fifth Avenue, Room 1500

Commissioner Rick Bauman  
1120 SW Fifth Avenue, Room 1500

Commissioner Gary Hansen  
1120 SW Fifth Avenue, Room 1500

Office of the Board Clerk  
1120 SW Fifth Avenue, Room 1510

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Tuesday, June 16, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

B-1 Review and Discussion of Proposed Draft Metro Charter and Public Hearing Process - Presented by Matt Hennessey, Ned Look and Janet Whitfield. TIME CERTAIN 9:30 AM. 30 MINUTES REQUESTED.

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Tuesday, June 16, 1992 - 10:00 AM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

B-2 Review of Agenda for Regular Meeting of June 18, 1992

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Wednesday, June 17, 1992 - 1:30 PM

Multnomah County Courthouse, Room 602

PUBLIC HEARING

Review and Hearing on the Multnomah County 1991-92 Supplemental Budget; the 1992-93 Annual Budget; and the County Service Districts 1992-93 Annual Budgets Before the Multnomah County Tax Supervising and Conservation Commission



Multnomah County Courthouse, Room 602

REGULAR MEETING

CONSENT CALENDAR

DEPARTMENT OF SOCIAL SERVICES

- APP
- C-1 Ratification of an Intergovernmental Agreement, Contract #101883, between Washington County and Multnomah County Juvenile Justice Division to Provide Housing and Supervision Services for Youth Held in the Donald E. Long Home Detention Facility, for the Period of July 1, 1992 to June 30, 1993
- C-2 Ratification of an Intergovernmental Agreement, Contract #101903, between Multnomah County Juvenile Justice Division and Clackamas County Corrections to Provide the Services of Electronic Monitoring as an Alternative to Detention, for the Period of July 1, 1992 to June 30, 1992

REGULAR AGENDA

NON-DEPARTMENTAL

- APP
- R-1 PROCLAMATION in the Matter of Multnomah County's Support of the 1992 Lesbian and Gay Pride Parade and Rally 92-107

JUSTICE SERVICES

DISTRICT ATTORNEY

- APP
- R-2 NOTICE OF INTENT Requesting Approval to Apply for a Grant with the Oregon Traffic Safety Division for \$91,290 to Closely Monitor the Participation of DUII Offenders in the DUII Diversion Program to Ensure Compliance and Completion of Treatment

DEPARTMENT OF ENVIRONMENTAL SERVICES

- APP
- R-3 PUBLIC HEARING and Request for Approval of an ORDER in the Matter of the Transfer of Tax Foreclosed Property to the CITY OF PORTLAND, OREGON for Public Park Purposes [CARNEY HEIGHTS, LOTS 14, 15, 16, 17, AND 18; WHITWOOD COURT, TL #1 OF LOT 5, BLOCK 19] 92-108

- APP
- R-4 ORDER in the Matter of Cancelling Uncollectable Personal Property Taxes, 1982 through 1988 92-109

DEPARTMENT OF HEALTH

- APP
- R-5 NOTICE OF INTENT Requesting Approval to Apply for a Grant with the U.S. Public Health Service/Maternal Child Health Agency of HRSA for \$277,984 for Federal Financial Assistance for a Project to Provide Community Based Maternal Child Health Services Designed to Reduce Infant Mortality and Improve the Health of Mothers and Infants

DEPARTMENT OF SOCIAL SERVICES

*APP* R-6 Budget Modification DSS #71 Requesting Authorization to Appropriate \$599,303 Additional Revenue for the State Mental Health Division Contract Amendments #'s 1 to 13, Within Social Services Division Alcohol & Drug Program

*APP* R-7 Budget Modification DSS #72 Requesting Authorization to Appropriate \$23,125 to Alcohol & Drug Operations to Reflect Receipt of Grant from Children's Services Division for a Substance Abuse Project

*APP* R-8 Budget Modification DSS #73 Requesting Authorization to Reduce NIDA Funding in the Alcohol & Drug Program by \$9,038 to Reflect Actual Grant Award from the Health Department

*APP* R-9 Budget Modification DSS #74 Requesting Authorization to Adjust Budgeted Primary Care Revenues to Actual Grant Award in Social Services Division/Alcohol & Drug Program and Transfer CGF Funding for this Project from Operations to Contracts to Fund Direct Treatment for IV Drug Users

*APP* R-10 Budget Modification DSS #75 Requesting Authorization to Appropriate \$19,837 from Oregon Community Children & Youth Services Commission (OCCYSC) for Minority Initiative and Child Care Development Projects, and Performs Minor Year-End Housekeeping Adjustment between Line Items Within the Youth Program Office

*APP* R-11 NOTICE OF INTENT Requesting Approval to Apply for a Grant with the Federal Department of Health and Human Services for \$750,000 to Enhance Services to Adjudicated and Paroled Youth within the Juvenile Justice Division

NON-DEPARTMENTAL

*APP* R-12 In the Matter of the Request for Approval of the Amendment to the Current Collective Bargaining Agreement Between Multnomah County and the International Brotherhood of Electrical Workers (I.B.E.W.) Local 48 for the Supervising Electricians Differential

MANAGEMENT SUPPORT

*APP* R-13 Ratification of Intergovernmental Agreement Contract #500782 Between Multnomah County and Regional Organized Crime, Narcotics, Providing Civilian Employees of ROCN the Opportunity to Enroll in Multnomah County's Self-Insured Group Health Plan, Subject to Premium Contribution from ROCN, for the Period July 1, 1992 to June 30, 1993 (CONTINUED FROM JUNE 11, 1992)

*APP* R-14 First Reading of an ORDINANCE Amending the Multnomah County Code Chapter 2.60, Relating to the Risk Management Program, to Enable the County to Obtain an Exemption from the Security Deposit Requirement of ORS 656.407(2) (Workers' Compensation Law) and Making Other Changes to Update Organizational Reference in the Code

*2nd Reading 6-25-92*

R-15 RESOLUTION in the Matter of Amending RESOLUTION 91-80  
Establishing an Employee Suggestion System 92-109

R-16 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number DA-002 ~~Continued to 6-25-92~~ Motion to Table

R-17 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number DHS-003

\*R-18 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number DHS-004

R-19 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number ISD-001 92-110

\*R-20 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number LIB-001 92-112

R-21 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number OVL-001 92-113

R-22 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number SHF-001

R-23 RESOLUTION in the Matter of Accepting the Recommendation of  
the Employee Suggestion Committee Regarding Employee  
Suggestion Number SHF-002

0201C/59-63  
cap

✓/

**PLEASE PRINT LEGIBLY!**

**MEETING DATE**

6-18

**NAME**

Eric Brown

**ADDRESS**

2320 SW Cactus Dr. #8

**STREET**

Portland, OR 97205

**CITY**

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #**

R-1

**SUPPORT**

LGP

**OPPOSE**

**SUBMIT TO BOARD CLERK**

2/

**PLEASE PRINT LEGIBLY!**

**MEETING DATE** 6-18-92

**NAME** Bill Casey

**ADDRESS** 904 N.E. 157th

**STREET** Port. 97230  
**CITY** **ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #** R-1

**SUPPORT** \_\_\_\_\_ **OPPOSE** ✓

**SUBMIT TO BOARD CLERK**

3/

**PLEASE PRINT LEGIBLY!**

**MEETING DATE** 6-18

**NAME**

Judith Fouts

**ADDRESS**

MHRC

**STREET**

**CITY**

**ZIP CODE**

Gay Pride March Proclamation  
**I WISH TO SPEAK ON AGENDA ITEM #**

2-1

**SUPPORT**



**OPPOSE**

**SUBMIT TO BOARD CLERK**

4/

PLEASE PRINT LEGIBLY!

MEETING DATE

6-18-92

NAME

KERRI KELVIN

ADDRESS

1670 SW Montgomery

STREET

PORTLAND

CITY

97201

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

Gay Pride

SUPPORT

✓

OPPOSE

March  
R-1

SUBMIT TO BOARD CLERK

5/1  
PLEASE PRINT LEGIBLY!

MEETING DATE

6/18/92

NAME

ANN M. SHEPHERD

ADDRESS

2538 SW Hamilton St.

STREET

PORTLAND, OR

CITY

97201

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

GAY PRIDE <sup>March</sup>  
R-1

SUPPORT

/

OPPOSE

SUBMIT TO BOARD CLERK



6/✓  
**PLEASE PRINT LEGIBLY!**

**MEETING DATE** 6/18/92

**NAME** LINDA WELCH - Right to Privacy

**ADDRESS** 921 SW Morrison #518

**STREET**

Portland, OR 97205

**CITY**

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #** R 1

**SUPPORT** ✓ **OPPOSE**                     

**SUBMIT TO BOARD CLERK**

2/

PLEASE PRINT LEGIBLY!

MEETING DATE 6-18-92

NAME DONNA RED WING

ADDRESS 6220 NE GOWNS

STREET PDX 97218

CITY  ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-1

SUPPORT ~~X~~ OPPOSE

SUBMIT TO BOARD CLERK

8/1  
**PLEASE PRINT LEGIBLY!**

**MEETING DATE**

6/18/92

**NAME**

Kathleen SAADAT

**ADDRESS**

1311 N.E. Schuyler

**STREET**

PORTLAND, Ore

**CITY**

97212

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #**

R-1

**SUPPORT**

+

**OPPOSE**

SUBMIT TO BOARD CLERK

9/

**PLEASE PRINT LEGIBLY!**

**MEETING DATE** 6-18

**NAME** Debbie Counts

**ADDRESS** 1510 SE Main

**STREET**

Portland OR 97214

**CITY**

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #** R-1

**SUPPORT**



**OPPOSE**

**SUBMIT TO BOARD CLERK**

10/ ✓  
**PLEASE PRINT LEGIBLY!**

**MEETING DATE**

6/18/92

**NAME**

Jan Lardis

**ADDRESS**

17450 SE Ind. Ct.

**STREET**

**CITY**

Port  
Or.

97233

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #**

R-1

**SUPPORT**

**OPPOSE**

**SUBMIT TO BOARD CLERK**

Based on I Cor 6:9  
7 TIM. 1:10

Rom 1:18-32

11/1

**PLEASE PRINT LEGIBLY!**

**MEETING DATE** 6-18-92

**NAME** Ellen Howe

**ADDRESS** 0245 St Pancraft

**STREET**

Portland

**CITY**

97201

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #** R-1

**SUPPORT** ☒ **OPPOSE** ☐

**SUBMIT TO BOARD CLERK**

Meeting Date: June 18, 1992

Agenda No.: R-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Proclamation In the Matter of Multnomah County's  
Support of the 1992 Lesbian and Gay Pride Parade and Rally  
BCC Informal June 16, 1992 (date) BCC Formal June 18, 1992 (date)

DEPARTMENT Nondepartmental DIVISION Chair's Office

CONTACT Teri Duffy TELEPHONE 248-3308

PERSON(S) MAKING PRESENTATION Teri Duffy, Kathy Millard, Fred Neal

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 3minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Support of the Portland 1992 Lesbian and Gay Pride Parade and Rally is especially important considering the anti-human rights initiative, for possible placement on the November ballot and the high increase of hate/bias related crime directed toward the Lesbian and Gay community.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Gladys McCay

Or

DEPARTMENT MANAGER 4

1992 JUN 10 PM 12:16  
MULTNOMAH COUNTY  
OREGON

(All accompanying documents must have required signatures)

*Cop of Proclamation 92-107 sent to Teri Duffy 6-23-92.*

In the Matter of Multnomah County's )  
Support of Portland's 1992 Lesbian ) PROCLAMATION  
and Gay Pride Parade and Rally ) 92-107





Meeting Date: JUN 18 1992

Agenda Number: C-1

(Above for Clerk's Office Use Only)

**AGENDA PLACEMENT FORM**  
(For Non-Budgetary Items)

Subject: Intergovernmental Agreement for FY 92-93 with Washington County

Board Briefing: \_\_\_\_\_ Regular Meeting: \_\_\_\_\_  
(date) (date)

Department: Social Services Division: Juvenile Justice

Contact: Chris White Telephone: 248 3460

Person(s) Making Presentation: Harold Ogburn

**Action Requested**

       Information Only        Policy Direction xx Approval

Estimated Time Needed on Board Agenda: 5 minutes

Check if you require official written notice of action taken: xx

**BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):**

This intergovernmental agreement between Washington County and Multnomah County Juvenile Justice Division provides six (6) bed spaces for Washington County juvenile youth in the Multnomah County Juvenile Justice Division detention unit. Washington County will pay \$207,991 annually for this services. If the number of bed spaces exceeds the six on any given day, Washington County agrees to pay \$108/bed/day for the overage.

The youth recieve the daily services of supervision, food and basic care provided to all youth in the Detention unit.

This agreement continues services provided for the past 14 years to Washington County youth.

**Signatures**

Elected Official \_\_\_\_\_

OR

Department Director *Arday Craghead*

(All accompanying documents must have required signatures!)

*Sent Original OGA & Contracts to Chris White 6-23-92*

BOARD OF  
COUNTY COMMISSIONERS  
JUN 10 AM 11:02  
MULTNOMAH COUNTY  
OREGON



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
JUVENILE JUSTICE DIVISION  
1401 N.E. 68th  
PORTLAND, OREGON 97213  
(503) 248-3460

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Gladys McCoy  
Multnomah County Chair

VIA: Ardys Craghead, Interim Director *(Signature)*  
Department of Social Services

FROM: *(Signature)* Harold Ogburn  
Director, Juvenile Justice Division

DATE: May 29, 1992

SUBJECT: Approval for Intergovernmental Agreement Between Juvenile  
Justice Division and Washington County.

RECOMMENDATION: The Juvenile Justice Division recommends the Board's approval of an intergovernmental agreement between Washington County and the Division for detention services to Washington County youth.

BACKGROUND/ANALYSIS: This contract supports the Division's philosophy of offering detention services in the Tri-County area for counties which do not have a detention facility. It has been the policy of the Juvenile Justice Division to enter into this agreement for the last 14 years with both Clackamas and Washington Counties.

The contract stipulates the payment to equal \$207,991 annually for up to six bed spaces at any given time. If the number of bed spaces exceeds the total given, then the daily rate will be set at \$108.00 per day for the beds in excess of the original six. These youth receive the daily services of supervision, food, and basic care as do all youth placed into the detention facility.



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 101883

Amendment # —

<b>CLASS I</b> <input type="checkbox"/> Professional Services under \$10,000	<b>CLASS II</b> <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<b>CLASS III</b> <input checked="" type="checkbox"/> Intergovernmental Agreement <b>REVENUE</b> <b>RATIFIED</b> <b>Multnomah County Board of Commissioners</b> <b>C-1 June 18, 1992</b>
---	---	--

Contact Person Chris White Phone 248 3460 Date 29 May 1992

Department Social Services Division Juvenile Justice Bldg/Room 311/JJD

Description of Contract This contract will provide housing and supervision services for Washington County youth held in the Donald E. Long Home Detention Facility.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name Washington County

Mailing Address 232 "W" NE Lincoln Hillsboro, OR 97123

Phone 503 648 8655

Employer ID # or SS # \_\_\_\_\_

Effective Date July 1, 1992

Termination Date June 30, 1993

Original Contract Amount \$207,991

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ 207,991

## REVENUE

### Payment Term

- ☐ Lump Sum \$ \_\_\_\_\_
- ☐ Monthly \$ \_\_\_\_\_
- ☒ Other \$ three equal payments ---\$69,330.
- ☐ Requirements contract - Requisition required.
- Purchase Order No. \_\_\_\_\_
- ☐ Requirements Not to Exceed \$ \_\_\_\_\_

### REQUIRED SIGNATURES:

Department Manager [Signature]

Purchasing Director (Class II Contracts Only) [Signature]

County Counsel [Signature]

County Chair/Sheriff [Signature]

Date 6-1-92

Date \_\_\_\_\_

Date 6-8-92

Date 6/18/92

VENDOR CODE				VENDOR NAME				TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG REV	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	100	010	2510					2701	RENTDN-CL/W	\$ 207,991	
02.											
03.											

INSTRUCTIONS ON REVERSE SIDE

WHITE: PURCHASING CANARY: INITIATOR PINK: CLERK OF THE BOARD GREEN: FINANCE

JUVENILE DETENTION FACILITIES  
INTERGOVERNMENTAL COOPERATION  
AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 1992, by and between WASHINGTON COUNTY, a home-rule subdivision of the State of Oregon, hereinafter called "Washington," and MULTNOMAH COUNTY, a home-rule subdivision of the State of Oregon, hereinafter called "Multnomah,"

WITNESSETH:

WHEREAS, Multnomah operates and maintains a detention facility known as the Donald E. Long Home as part of the juvenile justice program for the temporary custody of juveniles pending disposition of cases referred to the program, which detention facility includes housing space not presently required by Multnomah for effective maintenance of its local program; and

WHEREAS, Washington desires to utilize space for detention of juveniles as Multnomah may make available; and

WHEREAS ORS Chapter 190 provides for intergovernmental cooperation agreements to permit one county to preform services for another county as authorized by ORS 419.612; and

WHEREAS, Multnomah is willing and able to provide to Washington, detention facilities and supervision within Multnomah's Donald E. Long Juvenile Home as Washington may require, in accordance with the terms and conditions hereinafter provided, NOW, THEREFORE,

IN CONSIDERATION of mutual covenants, terms and conditions hereinafter provided, the parties agree as follows:

I. MULTNOMAH SHALL PERFORM AS FOLLOWS:

A. Admission Services

1. Any child of either sex, between ages 12 and 18 years, shall be admitted upon referral by an authorized member of the Washington juvenile services departments or upon order of any court of competent jurisdiction to require detention of such juvenile, subject to conditions hereinafter provided.
2. Multnomah, acting through its on-duty intake supervisor, shall have discretion to refuse acceptance of any juvenile referred under this agreement which referral it reasonably believes does not comply with lawful requirements or its facility regulations, or when it lacks adequate bed space in excess of those reserved spaces provided for hereinafter or when it appears that the physical condition of the referred juvenile requires immediate medical attention.
3. There shall be reserved to the exclusive use of Washington, on a continuous, 24-hour-per-day basis, six bed spaces within Multnomah's facility for juveniles who qualify for referral, provided that any requirement of Washington for bed space in excess of six shall be furnished by Multnomah only upon determined availability.

JUVENILE DETENTION FACILITIES  
INTERGOVERNMENTAL COOPERATION  
AGREEMENT  
Page 2 of 7

4. In the event a juvenile resident of Washington is taken into custody by police authorities in Multnomah and delivered to the Donald E. Long Home, admission shall be as in the case of any local referral and no charge shall be made against Washington under this agreement until an appropriate referral is made in accordance with this agreement.
5. Multnomah shall not be required to provide notice to parents or guardians of juveniles referred hereunder upon admission to its facility.

B. Supervision Services

1. Admitted juveniles shall be placed by Multnomah with a detention living unit deemed by Multnomah appropriate to the sex, age and circumstance of the juvenile, consistent with the existing facility population at the time of referral-intake and as in the judgement of the Multnomah intake supervisor is most suitable.
2. Admitted juveniles, under this agreement, shall receive the quality, level, and manner of care and supervision by Multnomah as is furnished to detained juveniles referred from, within Multnomah County.
3. Multnomah shall assign to each referred juvenile a worker from its staff to act only in a liaison capacity with Washington for purposes of tracking progress of Washington toward disposition of the referred juvenile and to implement such arrangements as may be required to facilitate expeditious release or coordinate planning for disposition, provided that no such Multnomah worker shall be required hereunder to provide those counseling services customarily furnished to referred juveniles preparatory to any adjudicated process.
4. No emergency services shall be required of Multnomah by this agreement; provided, however, that in the event Multnomah determines that a need for emergency services exists, that determination shall control, and Multnomah is authorized hereby, to take appropriate action to secure such services, including such transportation as may be required therefor, and Washington shall reimburse Multnomah for any expense connected therewith; Multnomah shall provide Washington with immediate notice of such services.

JUVENILE DETENTION FACILITIES  
INTERGOVERNMENTAL COOPERATION  
AGREEMENT  
Page 3 of 7

C. Release Services

Multnomah shall release juveniles referred under this agreement only upon notification, confirmed in writing, by an authorized member of the Washington Juvenile Department, or pursuant to court order, and only to such person, persons or agency as any such notification, or order may direct; provided, however, that Multnomah, upon written notice to the Washington Juvenile Department, may act to require release of any juvenile it reasonable believes has been detained in excess of any statutory period prescribed for such temporary custody. No provision contained in this agreement is intended to relieve Washington from the duty to monitor the period that a juvenile is detained in Multnomah under this agreement, and it shall be the responsibility of Washington to defend and hold Multnomah harmless from any claim of detention in excess of lawful limits brought by or on behalf any juvenile referred as provided herein.

D. Rates

1. Multnomah shall be paid by Washington, for the duration of this agreement, the sum of \$207,991, in three equal payments, payable not later than the first day of each succeeding month following commencement of performance hereunder. Said sum shall apply only to the reservation of six bed spaces and normal care and maintenance of the child in residence to the exclusive use of Washington.
2. In the event that Washington requires in excess of the space set out above, the rate for each such space shall be \$108 per day. The day of admission shall be considered a full day; the day of release shall not be included, irrespective of time of release.
3. Such additional expense as Multnomah may incur, as otherwise provided herein, shall be billed to Washington by the 10th day of the month following the month in which the statement for such expense is received by Multnomah County, and in the amount actually incurred.

II. WASHINGTON SHALL PERFORM AS FOLLOWS:

- A. Obtain as required by ORS 419.575, such designation from its juvenile court as shall permit implementation of this agreement.
- B. Provide to Multnomah current information, during the life of this agreement, as to identities of persons authorized within the Washington Juvenile Services Department to refer juveniles as provided herein.
- C. Transport all referred juveniles to Multnomah at no expense to Multnomah.

JUVENILE DETENTION FACILITIES  
INTERGOVERNMENTAL COOPERATION  
AGREEMENT  
Page 4 of 7

- D. Provide to Multnomah written evidence of authorization to detain or release any juvenile referred hereunder.
- E. Pay to Multnomah all expenses reasonably incurred by Multnomah in providing emergency medical, dental, or psychological services, including transportation therefore, on behalf of any referred juvenile under this agreement.
- F. Reimburse Multnomah for any expense reasonably incurred in the care and supervision of a referred juvenile which would exceed the level of care and supervision customarily furnished to detained youngsters, including, but not limited to, specially tailored clothing or custom footwear, prosthesis, remedial tutoring, eyeglasses, dentures, hearing aids, and similar devices.
- G. Pay to Multnomah, in three equal installments of \$69,330, commencing the last day of October, 1992, and including the first day of July, 1993.
- H. Pay to Multnomah, upon billing therefor, such sums as may be due for referrals which exceed the six child care day reservation at the rate of \$108 per day per space.
- I. Provide all pre and post-adjudicative counseling services for juveniles referred to Multnomah for detention and such notification as may be required to any referred juvenile's parents or legal guardian prior to referral to Multnomah.
- J. Furnish immediately to Multnomah in writing all judicial orders, visitation restrictions, and specialized programming which would affect detention care and supervision of a referred juvenile.

JUVENILE DETENTION FACILITIES  
INTERGOVERNMENTAL COOPERATION  
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III. LIABILITY

It is understood by the parties that any and all employees of the Donald E. Long Home are not employees, agents, or representatives of Washington for any purpose.

Washington acknowledges and agrees to assume responsibility for any liability which is not incurred through the negligence or willful misconduct of Multnomah arising from performance of this Agreement; further, Washington shall defend and hold harmless Multnomah from any claim of wrongful detention arising hereunder, whether arising from imposition of temporary custody of the duration thereof. Notwithstanding Section I.B.3 of this agreement, Washington shall have full responsibility for the monitoring of detention periods for juveniles referred herein.

Multnomah shall be responsible for any liability arising from operation of the detention facility pursuant to ORS Chapter 30, and shall indemnify Washington for any loss proximately and legally caused by the conduct of Multnomah's officers, agents, and employees.

IV. AGREEMENT TERM AND TERMINATION

- A. This agreement shall be from July 1, 1992, to and including June 30, 1993, and is subject to renewal.
- B. It is agreed and understood that both Washington and Multnomah must be protected from precipitous decisions by either to discontinue this working agreement. As a consequence this Agreement may be terminated by mutual written consent at any time, but may be terminated by either party alone or otherwise unilaterally modified only as follows:
  - 1. Either county may unilaterally terminate this Agreement on six months written notice.
  - 2. In the event that Washington does not intend to renew this Agreement for the subsequent fiscal year, Washington shall notify Multnomah on or before January 1, 1993, of its intent not to renew. In the event that Washington fails to so notify Multnomah of an intent not to renew this Agreement and thereafter does not renew this Agreement, Washington shall reimburse Multnomah at the base guaranteed six bed rate for a period extending six months from the date of receipt by Multnomah of written notice of said intent to discontinue or not renew this Agreement.



JUVENILE DETENTION FACILITIES  
INTERGOVERNMENTAL COOPERATION  
AGREEMENT  
Page 6 of 7

3. In the event Multnomah does not intend to renew this Agreement for the next fiscal year, Multnomah shall notify Washington on or before January 1, 1993, of its intent not to renew. In the event that Multnomah fails to notify Washington of its intention not to renew this Agreement, Multnomah shall continue to provide services under terms of this Agreement at the same rate as provided by this Agreement for six months following the date Washington received notice of Multnomah's intent not to renew this Agreement.
4. It is assumed the rates of compensation defined in this agreement will be modified in subsequent fiscal years. In the event that Multnomah intends to renew within ten percent (10%) of the rates for the Agreement then in effect, Multnomah will notify Washington of that fact on or before February 15, 1993. In the event Multnomah intends to renew this Agreement but at a rate more than ten percent (10%) different from the rates then in effect, Multnomah shall so inform Washington in writing on or before January 1, 1993. In no event but the mutual consent of the parties will a rate of compensation be modified by more than ten percent (10%) in less than six months from date of receipt by Washington of written notice of said intent of Multnomah to modify the compensation rate.

V. MISCELLANEOUS PROVISIONS

- A. This Agreement and any amendments to this Agreement will not be effective until approved by the Boards of County Commissioners of Washington and Multnomah.
- B. This Agreement supersedes and cancels all and any prior agreements or contracts between Multnomah and Washington for similar services. -

VI. NON-DISCRIMINATION

No person shall be denied or subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, martial status, age, or national origin. Any violation of this provision shall be considered a material violation of this Agreement and shall be grounds for cancellation, termination or suspension in whole or in part by Washington County.

JUVENILE DETENTION FACILITIES  
INTERGOVERNMENTAL COOPERATION  
AGREEMENT  
Page 7 of 7

IN WITNESS THEREOF, the parties have hereto caused this agreement to be executed on this \_\_\_\_\_ day of \_\_\_\_\_, 1991, by their duly-authorized officers as of the day and year first hereinabove written.

Board of County Commissioners  
MULTNOMAH COUNTY, OREGON

Chair

Date

Reviewed By:

for:

LAURENCE KRESSEL,  
County Counsel for  
Multnomah County, Oregon

Date

Division Director

Date

Program Manager

Date

**RATIFIED**  
Multnomah County Board  
of Commissioners

C-1 6-18-92 *CHO*

Board of County Commissioners  
WASHINGTON COUNTY, OREGON

Chair

Date

Washington County Counsel

Date

APPROVED WASHINGTON COUNTY  
BOARD OF COMMISSIONERS

MINUTE ORDER # 92-174

DATE 5-26-92

BY Barbara Hejmanek  
CLERK OF THE BOARD

Meeting Date: JUN 18 1992

Agenda Number: C-2

(Above for Clerk's Office Use Only)

**AGENDA PLACEMENT FORM**  
(For Non-Budgetary Items)

Subject: Clackamas County Corrections

Board Briefing: \_\_\_\_\_ Regular Meeting: \_\_\_\_\_  
(date) (date)

Department: Social Services Division: Juvenile Justice

Contact: Chris White Telephone: 248-3460

Person(s) Making Presentation: Harold Ogburn

**Action Requested**

☐ Information Only ☐ Policy Direction ☒ Approval

Estimated Time Needed on Board Agenda: 3-5 minutes

Check if you require official written notice of action taken: \_\_\_\_\_

**BRIEF SUMMARY** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

This intergovernmental agreement supports the use of detention alternatives for youth that are currently held in the detention facility. This contract will provide electronic monitoring services through the use of monitoring bracelets for up to ten total youth. Clackamas County will provide the services for up to five youth at any given time.

**Signatures**

Elected Official \_\_\_\_\_

OR

Department Director *Gregory Craighead*

(All accompanying documents must have required signatures!)

*Sent Original OGA + Contract to Chris White 6/23/92.*

1992 JUN 10 AM 11:03  
CLACKAMAS COUNTY  
OREGON



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
JUVENILE JUSTICE DIVISION  
1401 N.E. 68th  
PORTLAND, OREGON 97213  
(503) 248-3460

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Gladys McCoy  
Multnomah County Chair

VIA: Ardys Craghead *Ardys*  
Interim Director, Department of Social Services

FROM: *HO* Harold Ogburn  
Director, Juvenile Justice Division

DATE: June 1, 1992

SUBJECT: Approval for Intergovernmental Agreement Between  
Clackamas County and the Juvenile Justice Division.

RECOMMENDATION: The Juvenile Justice Division recommends the Board's approval of an intergovernmental agreement between Clackamas County and the Division for electronic monitoring services as an alternative for youth held in detention.

BACKGROUND/ANALYSIS: This contract supports the Division's use of detention alternatives for youth that are currently being held in the detention facility. Many vendors across the country were investigated for this service. Clackamas County was selected because of the cost effectiveness and the support services they can offer to the Division in the development and implementation of this service.

A maximum of \$5,000 has been committed to this contract. The Division is considering this contract on a trial basis. Up to five youth will be placed in the program and be required to wear the electronic monitoring bracelets. Further analysis of the effectiveness of this type of service and how it fits into the overall Division's attempts to reduce the number of youth held in detention will be evaluated.



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 101903

Amendment # -

<p>CLASS I</p> <p><input checked="" type="checkbox"/> Professional Services under \$10,000</p>	<p>CLASS II</p> <p><input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p>CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><b>RATIFIED</b></p> <p><b>Multnomah County Board of Commissioners</b></p> <p>C-2 June 18, 1992</p>
--	---	---

Contact Person Chris White Phone 248 3460 Date 1 June 1992

Department Social Services Division Juvenile Justice Bldg/Room 311/JJD

Description of Contract This intergovernmental agreement will provide to the Division the services of electronic monitoring as an alternative to Detention. Clackamas County is responsible for the equipment and the supervision of the equipment covered under the terms of this agreement.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name Clackamas County Corrections

Mailing Address 1024 Main St.

Oregon City, OR 97045

Phone 503 655 8779

Employer ID # or SS # \_\_\_\_\_

Effective Date July 1, 1992

Termination Date June 30, 1993

Original Contract Amount \$ 5,000

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ 5,000

## Payment Term

- ☐ Lump Sum \$ \_\_\_\_\_
- ☒ Monthly \$ UPON RECEIPT OF BILLING INVOICE & PGM REVIEW
- ☐ Other \$ \_\_\_\_\_
- ☐ Requirements contract - Requisition required.
- Purchase Order No. \_\_\_\_\_
- ☐ Requirements Not to Exceed \$ \_\_\_\_\_

## REQUIRED SIGNATURES:

Department Manager [Signature]

Purchasing Director \_\_\_\_\_  
(Class II Contracts Only)

County Counsel [Signature]

County Chair/Sheriff [Signature]

Date 6-3-92

Date \_\_\_\_\_

Date 6-8-92

Date 6/18/92

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT \$		
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	010	2567			6060		DNZG	Downsizing CSD	\$ 2,000	
02.	156	010	2588			6060		DNZG	Downsizing CSD	\$ 3,000	
03.											

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY, OREGON,  
AND MULTNOMAH COUNTY, OREGON

- I. PURPOSE: This Agreement is entered into between Clackamas County, "COUNTY," and Multnomah County for the cooperation of units of local government under the authority of ORS 190.010.

This Agreement provides the basis for a cooperative working relationship for the purpose of renting a maximum of five electronic surveillance units to Multnomah County to use for Close Supervision.

II. SCOPE OF WORK AND COOPERATION:

A. Multnomah County agrees to:

- 1) Be responsible for any damage to the equipment. They will require offenders placed on electronic surveillance to sign an informed consent form indicating the offender can be charged with Theft or vandalism if equipment is not returned in proper working order.
- 2) Be responsible for providing weekly visual inspection for tampers.
- 3) Be responsible for any required offender contact based on violation notices received on the computer at Clackamas County.
- 4) Be responsible for round-trip shipping costs to Clackamas County on any equipment rented.
- 5) Report all equipment problems to the County Residential Center at 655-8262.

B. The Clackamas County agrees to:

- 1) Administer intake procedures to all youth served under this contract.
- 2) Monitor the electronic surveillance computer daily to review compliance and inform Multnomah County at 248-3525 for all violations as they are detected.
- 3) Hardcopy printouts will be mailed to Multnomah County upon request.

- III. A. Multnomah County agrees to pay COUNTY an active rate of \$15 per day for each unit in use. If equipment not utilized within five working days, it will be returned to Clackamas County. Payment will be made monthly to Clackamas County Community Corrections Residential Center, 9200 SE McBrod, Milwaukie, OR 97222. The sum owed under this Agreement shall be determined at the conclusion of each month by COUNTY with billing invoice sent to Multnomah County.

- B. Total contractual amount not to exceed \$5,000.

INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY, OREGON,  
AND MULTNOMAH COUNTY, OREGON

Page 2 of 3

- IV. Liaison Responsibility: Sue Larsen will act as liaison for Multnomah County for this project. Mark Rasmussen will act as liaison from Clackamas County.
- V. Special Requirements:
- A. The COUNTY and Multnomah County agree to comply with all applicable local, State, and Federal ordinances, statutes, laws, and regulations.
  - B. Multnomah County agrees to protect and save the COUNTY, its elected and appointed officials, agents, and employees while acting within the scope of their duties as such, harmless from and against all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, arising in favor of Multnomah County employees or third parties on account of personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts of omissions of Multnomah County and/or its agents, employees, subcontractors or representatives under this Agreement.
  - C. Record and Fiscal Control System: All payroll and financial records pertaining in whole or in part to this Contract shall be clearly identified and readily accessible. Such records and documents should be retained for a period of three years after receipt of final payment under this contract provided that any records and documents that are the subject of audit finding shall be retained for a longer time until such audit findings are resolved.
  - D. Access to Records: The COUNTY, the State of Oregon, and the Federal Government and a duly authorized representative shall have access to the books, documents, papers, and records of Multnomah County which are directly pertinent to the agreement for the purposes of making audit, examination, excerpts, and transcripts.
  - E. This contract is expressly subject to the debt limitation of Oregon County set forth in Article XI, Section 10, of the Oregon Constitution and is contingent upon funds being appropriated therefore. Any provisions herein which would conflict with law are deemed inoperative to that extent.
- VI. Amendment: This Agreement shall be amended at any time with the concurrence of both parties. Amendments become part of this Agreement only after the written amendment has been signed by both parties.
- VII. Term of Agreement: This Agreement becomes effective upon July 1, 1992, and is scheduled to terminate June 30, 1993. This Agreement is subject to termination by either of the parties when 30 days written notice has been provided. Upon termination of this Agreement, any unexpended balances of Agreement funds shall remain with County.

INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY, OREGON,  
AND MULTNOMAH COUNTY, OREGON

Page 3 of 3

WITNESS WHEREOF, the parties have caused this Agreement to be executed by  
their duly appointed officers the date first written above.

CLACKAMAS COUNTY, OREGON

Chair: Ed Lindquist  
Commissioner: Judie Hammerstad  
Commissioner: Darlene Hooley

Signing on behalf of the Board:

\_\_\_\_\_  
Jono Hildner  
Administrator

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

MULTNOMAH COUNTY, OREGON

By: Gladys McCoy  
Gladys McCoy, Chair  
Board of County Commissioners

Date: 6/18/92

By: Harold Ogilven  
Division Director

Date: 6/11/92

By: [Signature]  
Program Manager

Date: 6-1-92

REVIEWED:

LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By: [Signature]  
Assistant County Counsel

Date: 6-8-92

**RATIFIED**  
Multnomah County Board  
of Commissioners  
C-2 6-18-92



Meeting Date: JUN 1 8 1992

Agenda No.: R-2

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Multnomah County District Attorney's Office

BOARD BRIEFING \_\_\_\_\_ REGULAR MEETING June 11, 1992  
(date) (date)

DEPARTMENT District Attorney DIVISION \_\_\_\_\_

CONTACT Jo'ey Gardelius TELEPHONE 248-3399

PERSON(S) MAKING PRESENTATION Michael D. Schrunk/Jo'ey Gardelius

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 15 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Closely monitor the participation of DUII offenders in the DUII Diversion Program to ensure compliance and completion of treatment. Review DUII diverttee's status to ensure no new DUII arrests have occurred while in diversion. Follow up on those diverttees failing to comply with DUII diversion criteria by aggressive prosecution and enforced sanctions.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Michael D. Schrunk

5-12-92

Or

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

(All accompanying documents must have required signatures)

DEPT OF  
MULTNOMAH COUNTY  
OREGON  
JUN - 4 PM 3 52  
COUNTY CLERK

## Notice of Intent

TO: Board of County Commissioners

DEPARTMENT/CONTACT: Office of the District Attorney  
Michael D. Schrunk  
248-3143

GRANTOR AGENCY: Oregon Traffic Safety Division  
Fourth Floor, State Library Building  
Salem, Oregon 97310

BEGINNING DATE OF GRANT: October 1, 1992

PROJECT TITLE: Multnomah County District Attorney's  
DUII Diversion Compliance Project

### PROJECT DESCRIPTION/GOALS:

Closely monitor the participation of DUII offenders in the DUII Diversion Program to ensure compliance and completion of treatment. Review DUII divertee's status to ensure no new DUII arrest have occurred while in diversion. Follow up on those divertees failing to comply with DUII diversion criteria by aggressive prosecution and enforced sanctions.

<u>PROJECT BUDGET</u>	<u>Direct</u>	<u>Match</u>	<u>Percent</u>
Oregon Traffic Division Share	\$91,290		66%
County Share	<u>          </u>	<u>\$47,575</u>	<u>34%</u>
Total	\$91,290	\$47,575	100%

EXPLANATION OF LOCAL SHARE: Local share will be provided within the District Attorney's fiscal year appropriation through the use of in-kind contributions of personal services and equipment.

REPORTING AND/OR BILLING REQUIREMENTS: Standard procedure with Oregon Traffic Safety Division.

GRANT DURATION AND FUTURE RATIO: Project application is for twelve months - October 1, 1992 through September 30, 1993.

ADVANCE REQUESTED: None

RECEIPT OF FUNDS WILL BE DEPOSITED TO: N/A

<u>PROJECT BUDGET</u>	<u>Direct</u>	<u>Match</u>	<u>Percent</u>
Oregon Traffic Division Share	\$91,290		66%
County Share	<u>          </u>	<u>\$47,575</u>	<u>34%</u>
Total	\$91,290	\$47,575	100%

PERSONNEL DATA:

Salaries and Wages:	<u>OTSD</u>	<u>Match</u>	<u>Total</u>
1.0 FTE DDA I	\$51,909		51,909
1.0 FTE SR OA	33,515		33,515
.5 FTE LA		20,829	20,829
.5 FTE OA II		<u>15,644</u>	<u>15,644</u>
TOTAL	\$85,424	\$36,473	\$121,897

EXPLAIN MATERIALS AND SERVICES AND CAPITOL EXPENDITURES WITH TOTAL DOLLAR AMOUNTS:

GRANT MANAGER

Michael D. Schrunk 5-12-92  
Michael D. Schrunk Date

BUDGET DIVISION

Thomas Simpson 6/2/92  
Dave Warren Thomas Simpson Date

FINANCE DIVISION

Dave Boyer 6/2/92  
Dave Boyer Date

PERSONNEL DIVISION

Colette Umbras 6/2/92  
Colette Umbras Date

**RATIFIED**  
Multnomah County Board  
of Commissioners

2-2 6-18-92

OREGON DEPARTMENT OF TRANSPORTATION  
TRAFFIC SAFETY DIVISION

APPLICATION FOR TRAFFIC SAFETY PROJECT

1. Agency/Jurisdiction\* MULTNOMAH COUNTY DISTRICT ATTORNEY'S OFFICE
2. Project Title MULTNOMAH COUNTY DISTRICT ATTORNEY'S DUII DIVERSION COMPLIANCE PROJECT
3. Project Period: From OCTOBER 1, 1992 To SEPTEMBER 30, 1993
4. Brief Description of Proposed Project Closely monitor the participation of DUII offenders in the DUII Diversion Program to ensure compliance and completion of treatment. Review DUII Divertees' status to ensure no new DUII arrests have occurred while in Diversion. Failure to comply with DUII Diversion Program criteria will result in aggressive prosecution and enforced sanctions.
5. Objectives:
  - a. Increase compliance by 20% of DUII offenders entering DUII Diversion by notifying them in writing that the D.A.'s Office is monitoring their participation, and advise them of sanctions for failure to comply.
  - b. Increase completion of DUII Diversion from 70% to 90% by 9/30/93 by monitoring DUII Divertees with their treatment agencies.
  - c. Increase conviction rate from 50% to 90% by 9/30/93 by consolidating the original citation and subsequent DUII arrest for trial.
6. List of major budget items (1) DDA and (1) SROA \$82,000  
(1) PC and printer and Wordperfect 5.1 software \$5,900 Total \$87,866.

The agency named above hereby applies for \$ 91,290 in Traffic Safety Funds to be matched with \$ 45,575 in funds from (give source) Multnomah Cty. District Atty. to carry out a traffic safety project described in the attached pages.

I have read and understand the Agreements and Assurances stipulations under which the applied for traffic safety funds will be available and can be utilized. The above named agency is prepared to become a recipient of the funds should a grant be awarded.

7. Project Director

Name Michael D. Schunk Title Multnomah County District Attorney  
 Street/P.O. 1021 S.W. 4th Ave., Room 600 FAX 248-3643  
 City Portland, OR Zip 97204 Telephone 248-3143

Signature [Signature] Date 3/30/92

8. Authorizing Official of Governmental

Name Gladys McCoy Title Multnomah County Commission Chair  
 Street/P.O. 1120 S.W. 5th, Room 1410  
 City Portland, OR Zip 97214 Telephone 248-3308

Signature [Signature] Date 3/30/92

Submit to: Oregon Department of Transportation  
 Traffic Safety Division  
 400 State Library Building  
 Salem, OR 97310

\*Non-profit agencies submit proof of exempt status under C.

OREGON TRAFFIC SAFETY GRANT APPLICATION  
Multnomah County District Attorney's  
DUII Diversion Compliance Project

I. Introduction

A. General Information

The Multnomah County District Attorney's Office is responsible for the reviewing, trial preparation, and prosecution of all felony crimes, misdemeanor crimes and violations that take place in the jurisdiction of the City of Portland, the City of Gresham, the Port of Portland, as well as Multnomah County.

Currently, six (6) law enforcement agencies present criminal arrests to our office for prosecution consideration. These law enforcement agencies also file traffic citations with District Court which, if contested, enter the District Attorney's prosecution system.

The District Attorney's Office is presently staffed by 68 attorneys and 103 support personnel which includes management support. Staff is divided among District Court, Circuit Court and the Family Justice Services Division.

B. OTSC Grants Received During the Last Five Years

Grant: DUII Pre-trial Notification Team  
Project Number: AL 84-10-22  
Project Period: July 1, 1984 to present  
Grant Period: July 1, 1984 to June 30, 1985

- Total Project Cost:	\$65,336
- OTSC Grant Funds:	\$48,321
- Local Match:	\$17,015

Grant: Pretrial, Prescreening and Improved Litigation  
for DUII cases (Multnomah County).

Project Number: AL 85-10-47  
Project Period: July 1, 1985 to present  
Grant Period: July 1, 1985 to June 30, 1986

- Total Project Cost:	\$140,064
- OTSC Grant Funds:	\$101,669
- Local Match:	\$ 38,895

Grant: Multnomah County District Attorney's Improved  
Litigation for DUII Cases

Project Number: 86-AL-10-26

Project Period: July 1, 1986 to June 30, 1987

- Total Project Cost:	\$173,420
- OTSC Grant Funds:	\$ 84,378
- Local Match:	\$ 89,042

## II. Problem Statement

### A. What is the problem?

Sanctions for DUII required by statute are not consistently imposed. There is a need to improve monitoring of offenders to ensure compliance with imposed sanctions. As many as 50% of convicted offenders may not be receiving required treatment.

Multnomah County law enforcement agencies issued 4,592 DUII citations in 1991. Approximately 47% of those defendants filed petitions to enter the DUII Diversion Program. The process of record keeping, offender tracking and follow-up monitoring for DUII diverttees needs to be significantly improved. 20% of DUII offenders currently in DUII diversion fail to follow through or complete their treatment program, or are rearrested for subsequent DUII arrests while in DUII diversion, less than 50% are tried and convicted of their original DUII charge.

### B. What is currently being done to solve the problem and by whom?

The Multnomah County District Attorney's Office screens and reviews every DUII citation that has been filed with the court prior to the arraignment date. The deputy district attorney is reviewing the case for prosecution and screening for potential DUII diversion eligibility. A screening sheet is completed and filed with the case file. If the defendant files a petition for DUII diversion, the case file is pulled and checked for eligibility. If the defendant does not meet the criteria, the District Attorney's Office contests the petition allowing the DUII defendant into diversion.

Currently, if a DUII offender in diversion fails to show up or comply with their treatment plan, the treatment agency reports this to the DUII Diversion Evaluation Unit and a show cause hearing is requested with the court.

The court may then issue a contempt warrant for the defendant. The District Attorney's Office is not notified or involved with this proceeding.

When a DUII offender in diversion is rearrested for a subsequent DUII citation, the District Attorney's Office will generally discover it when screening and reviewing the new DUII arrest. At that time, the court is notified and the original citation is rescheduled back on the trial docket.

### III. Objectives

- A. Increase compliance by 20% of DUII offenders entering DUII diversion by initially notifying them in writing that they will be monitored by the District Attorney's Office and given specific sanctions for failure of compliance during the 12 month period of October 1, 1992, through September 30, 1993.
- B. To increase the completion of the DUII diversion treatment plan from 70% to 90% by September 30, 1993, by closely monitoring DUII diverttees with their treatment agencies.
- C. Increase conviction rate of DUII offenders rearrested for DUII while in diversion from 50% to 90% by September 30, 1993, by consolidating the original citation and subsequent DUII arrest for trial.
- D. To complete an evaluation by September 30, 1993, to determine if by closer monitoring of DUII offender diverttees, appropriate treatment or sanctions are conducted in a more consistent and improved manner.

### IV. Proposed Activities

#### A. Major activities

- 1. During the 12 month period of October 1, 1992, through September 30, 1993, 100% of defendants entering the DUII diversion program will receive written notification from the District Attorney's Office that their compliance with DUII diversion treatment will be monitored and sanctions for failure to comply aggressively enforced. This notification will also advise the defendant what the ramification will be should they be rearrested for a subsequent DUII during their time in diversion.



2. The District Attorney's Office will review DUII offender diverttees' status in diversion to ensure the defendant has not received a new DUII arrest by conducting an arrest search through Portland Police Data System, Multnomah County Sheriff's Data System and the Oregon Department of Motor Vehicles information system. Those defendants who are rearrested will have their original DUII citation and subsequent DUII citation immediately consolidated and scheduled for trial.
3. The Multnomah County DUII Diversion Evaluation Unit will notify the District Attorney's Office in writing once a month of those DUII diverttees who have failed to comply with their treatment plan. Upon notification, the District Attorney's Office will schedule a show cause hearing before the court and request that the defendant be taken out of the diversion program and rescheduled for trial.
4. The Multnomah County District Attorney's DUII Diversion Compliance project will include a public information component to inform the public of the increased enforcement effort through continued participation on the Multnomah County DUII Advisory Board and other similar groups and organizations. Periodic public information pieces regarding the activities of the project will be prepared and distributed through the Multnomah County DUII Action Board and other public information resources.

B. Coordination

The District Attorney or his designee will be in frequent contact relaying and receiving information in written form and by scheduling meetings prior to the implementation and periodically throughout the project with the following agencies:

o Multnomah County Alcohol and Drug Program

When the DUII offender initially enters the DUII Diversion Program, a letter from the District Attorney's Office will be given to the diverttee advising them that the District Attorney's Office will be closely monitoring their participation and compliance while in the DUII Diversion Program. They will also be notified of the consequence of failure to attend or follow through with any requirement of their treatment plan. Should the diverttee miss or fail any treatment requirements,

the DUII Diversion Evaluation Unit will send a warning letter to the diverttee that failures to contact their office and make immediate arrangements to correct their situation will be referred to the District Attorney's Office, who will schedule a hearing to request that a contempt warrant be issued for their arrest. The diverttee will only be given one warning letter. Should the diverttee fail to contact the DUII Diversion Evaluation Unit by a given specified date, the District Attorney's Office will be notified and a show cause hearing will be scheduled with the courts. (Letter of commitment enclosed.)

o Multnomah County Courts

The courts will schedule a show cause hearing upon notification of the DUII diverttee's failure to comply with their treatment requirements and may issue a warrant for contempt. Should the DUII diverttee be rearrested for DUII while in the DUII Diversion Program, the court will grant a consolidation of the original DUII and subsequent DUII arrest for trial. (Letter of commitment enclosed.)

C. Continuation

The goal will be to continue the monitoring of the DUII Diversion offender by making initial changes and enhancements to the DUII criminal justice system process from the onset of their entry into the DUII Diversion Program. This will be done through the continued notification from the District Attorney's Office and the Drug and Alcohol Program of Multnomah County. The DUII diverttee will be well advised that their compliance and cooperation with the DUII Diversion Program is mandated and failure to comply will result in specific, and appropriate sanctions that will be sought by the District Attorney's Office.

V. Evaluation

To be completed with the assistance of TSD staff.

A. Evaluation Questions

1. Did the compliance increase by 20% of DUII offenders entering DUII diversion by initially notifying them in writing that the District Attorney's Office would be monitoring their participation, and given sanctions would be sought

for their failure to comply with their treatment plan or rearrest for DUII?

2. Did the trial and conviction rate of DUII offenders rearrested for DUII while in diversion increase from 50% to 90% by September 30, 1993?
3. Did completion of the DUII diversion treatment plan increase from 70% to 90% by September 30, 1993, by closely monitoring DUII diverttees with their treatment agencies?

B. Data

1. Number of DUII offenders entering diversion on a quarterly basis.
2. Number of DUII diverttees scheduled for show cause hearings.
3. Number of contempt warrants issued.
4. Number of DUII diverttees suspended from the DUII diversion program for failure to comply with treatment plan.
5. Number of DUII diverttees suspended from DUII diversion program for rearrest of new DUII charge:
  - a. How many set for trial
  - b. Trial disposition
6. Number of DUII diverttees successfully completing diversion after six-month period.

VI. Budget and Cost Sharing

VII. Exhibits

- A. Job Description - Deputy District Attorney I
- B. Job Description - Senior Office Assistant
- C. Letters of Commitment

## Exhibit A

### Deputy District Attorney I

#### Qualifications

A member of good standing with the Oregon State Bar.

#### Specific Duties

Responsibilities include, but are not limited to, the review of DUII cases presented to this office and screening cases for DUII diversion eligibility. When the DUII offender does not qualify for DUII diversion due to prior DUII convictions or other disqualifying criteria, the DDA will schedule the case for a contested hearing. If through the review process the DDA determines the offender has been rearrested for a new DUII crime and is currently in the DUII diversion program, the DDA will schedule a show cause hearing to suspend the offender from diversion. A motion to consolidate for trial the original DUII crime and new DUII crime will be filed.

The Deputy District Attorney will appear at all DUII diversion show cause hearings as well as other DUII proceedings as required.

## Exhibit B

### Senior Office Assistant

#### Qualifications

The Senior Office Assistant for this assignment should have advanced knowledge of legal terminology, the district and circuit court systems, automative data systems such as PROMIS, PPDS, LEDS, NCIC, OJIN and be proficient in WordPerfect 5.1.

#### Specific Duties

Specific duties include, but are not limited to, the preparation of DUII divertee notification letters; coordinating information with the DUII Diversion Evaluation Unit staff members and treatment agencies; scheduling show cause hearings for contested DUII diversion petitions or DUII diversion noncompliance; assisting the DDA I assigned to the DUII Diversion Compliance Project as needed.

# VII. BUDGET AND COST SHARING

PROJECT NO.

This form should include all budget information. If additional information is required for clarity, please include on a separate page, giving complete reference to the appropriate budget item.

			TSD FUNDS	MATCH	TOTAL
<b>A. DIRECT COSTS</b>					
1.	Salaries and Wages*		59,179	23,383	82,562
a.	Staff assigned to project:				
	1 FTE DDA I @ \$ 35,934/yr. (TSD)				
	1 FTE SR OA @ \$ 23,245/yr. (TSD)				
	.5 FTE LA @ \$ 26,977/yr. (match)				
b.	Volunteer time .5 OA2 at \$19,787 (match)				
	hours @ \$ /hour		0	0	0
c.	Trainee time				
	hours @ \$ /hour		0	0	0
2.	Employee Benefits (@35% of Item 1a)		26,245	13,090	39,335
	Benefits include: Health/Dental/Life Insurance/Retirement				
3.	Contractual Services **		0	0	0
	Specify:				
4.	Travel and Subsistence				
a.	In-State, Regional (Purpose/Destination):				
	1) Food and Lodging: ( days @ \$ /diem)				
	2) Mileage: ( miles @ \$/mile)				
	3) Other (specify)				
b.	Out-of-State** (Purpose/Destination):				
	1) Food and Lodging: ( days @ \$ /diem)				
	2) Airfare				
	3) Other (specify)				

\* Job descriptions for all positions assigned to grant .25 FTE or more are included in Exhibit B.

\*\* TSD approval required before expenditures occur.

VII. BUDGET AND COST SHARING  
page 2

PROJECT NO.

	TSD FUNDS	MATCH	TOTAL
5. Office Expenses (supplies, photocopy, telephone, postage)	<u>0</u>	<u>0</u>	<u>0</u>
6. Printing (specify item, quantity, and cost of each)			
1) Reports (Title: _____)			
2) Brochures (Title: _____)			
3) Other (specify) _____			
7. Equipment including films			
1) Leading Edge 386 SX PC & Printer & installation	<u>5,642</u>		<u>5,642</u>
2) WordPerfect	<u>224</u>		<u>224</u>
8. Other (specify)			
1) _____			
2) _____			
3) _____			
B. INDIRECT COSTS*** 8.68% of project		<u>11,102</u>	
C. TOTAL	<u>91,290</u>	<u>47,575</u>	<u>138,865</u>
D. COST SHARING SUMMARY			
1. TSD Funds	<u>\$ 91,290</u>	<u>66 %</u>	
2. State	<u>\$</u>	<u>%</u>	
3. Local	<u>\$ 47,575</u>	<u>34 %</u>	
4. Other (specify source):	<u>\$</u>	<u>%</u>	
5. TOTAL COSTS	<u>\$ 138,865</u>	<u>100%</u>	

\*\*\* Not eligible for TSD funding, but may be used as match. Use no more than 10% of item A.1., salaries, or use actual indirect costs and provide documentation.



## MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
SOCIAL AND FAMILY SERVICES DIVISION  
ALCOHOL AND DRUG PROGRAM OFFICE  
426 S.W. STARK STREET, 6TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3696  
FAX (503) 248-3379

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

March 23, 1992

Michael D. Schrunk  
District Attorney  
101/600

Dear Mr. Schrunk:

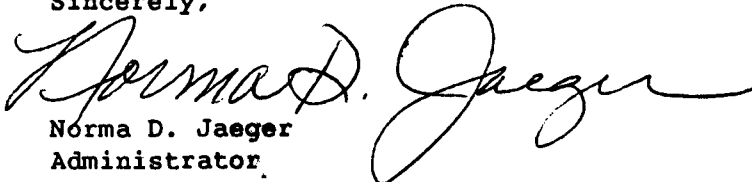
This letter is to confirm the enthusiastic support and commitment of the Multnomah County DUII Evaluation program to work cooperatively with you in your proposed efforts to improve the case management of individuals in the DUII diversion process.

The DUII Evaluation Program will work with you to:

1. Notify you when individuals fail to appear for their evaluation.
2. Notify you when individuals fail to enter their "assigned" treatment program.
3. Notify you when individuals fail to comply with the requirements of the assigned treatment program and/or do not complete treatment.

We believe your proposed project can significantly improve the way the system in Multnomah County is able to respond to the DUII problem.

Sincerely,

  
Norma D. Jaeger  
Administrator





CIRCUIT COURT OF OREGON  
FOURTH JUDICIAL DISTRICT  
MULTNOMAH COUNTY COURTHOUSE  
1021 S.W. 4TH AVENUE  
PORTLAND, OREGON 97204

PHILIP T. ABRAHAM  
CIRCUIT COURT JUDGE

COURTROOM 216  
(503) 248-3804

March 30, 1992

Hon. Michael Schrunk  
Multnomah County District Attorney  
Multnomah County Courthouse, Room 600  
1021 S.W. Fourth Avenue  
Portland, Oregon 97204

Re: Oregon Traffic Safety Division Grant Application for the  
DUII Diversion Compliance Project.

Dear Mr. Schrunk

I have reviewed your proposal for the Diversion Compliance Project to the Oregon Traffic Safety Division. This is to advise you that the court encourages you on this project and, as appropriate, supports your proposal.

One of the long term problems the Court has faced in this area is having sufficient Deputy District Attorney time available for all of the hearings relating to admission or termination of a DUII Diversion Agreement. This project addresses that problem, and the court and community will benefit.

Sincerely,

Philip T. Abraham  
Acting Presiding Judge

PTA:jlrr

✓  
✓  
**PLEASE PRINT LEGIBLY!**

**MEETING DATE**

6-18-92

**NAME**

EARL P. WALDO

**ADDRESS**

17215 NE SACRAMENTO ST

**STREET**

PORTLAND OR

**CITY**

97230

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #**

R-3

**SUPPORT**

**OPPOSE**

**SUBMIT TO BOARD CLERK**

✓

DATE SUBMITTED \_\_\_\_\_

For Clerk's Use  
Meeting Date JUN 18 1992  
Agenda No. R-3

REQUEST FOR PLACEMENT ON THE AGENDA

SUBJECT: TRANSFER OF TAX FORECLOSED PROPERTY TO THE CITY  
OF PORTLAND, OREGON UNDER PROVISIONS OF MULTNOMAH COUNTY  
ORDINANCE 672 AND ORS 271.220

INFORMAL ONLY\* \_\_\_\_\_ FORMAL ONLY \_\_\_\_\_

DEPARTMENT Environmental Services DIVISION Facilities & Property Management

CONTACT Larry Baxter TELEPHONE 248-3590

\*NAME(S) OF PERSON(S) MAKING PRESENTATION TO BOARD Larry Baxter

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

1. On June 4, 1992, the Board of County Commissioners ordered a public hearing to consider the request of the City of Portland, Oregon to transfer the following property for public park purposes under the provisions of Multnomah County Ordinance 672, and ORS 271.220:

CARNEY HEIGHTS, LOTS 14, 15, 16, 17 AND 18  
WHITWOOD COURT, TL #1 OF LOT 5, BLOCK 19

2. Information required by Ordinance 672 is attached as Enclosure 1.

[ ] INFORMATION ONLY [ ] PRELIMINARY APPROVAL [ ] POLICY DIRECTION [X] APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 MINUTES

IMPACT:

PERSONNEL

[X] FISCAL/BUDGETARY

[X] General Fund

[X] Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: [Signature]

BUDGET/PERSONNEL: \_\_\_\_\_

COUNTY COUNSEL: (Ordinances, Resolutions, Agreements, Contracts) [Signature]

OTHER Facilities & Property Management [Signature]

*Sent copy of Order 92-108 + original of deed to Larry  
Baxter 6-23-92.*

1992 JUN 10 AM 9:44  
MULTNOMAH COUNTY  
OREGON

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Transfer of Tax Foreclosed )  
Foreclosed Property to the CITY OF PORTLAND, ) ORDER 92-108  
OREGON for Public Park Purposes )

It appearing that heretofore Multnomah County acquired the real property hereinafter described through the foreclosure of liens for delinquent taxes, and that under the provisions of ORS 271.220, THE CITY OF PORTLAND, OREGON has requested transfer of the following property located in the City of Portland, Multnomah County, Oregon to be used and continue to be used for public park purposes by THE CITY OF PORTLAND, OREGON:

CARNEY HEIGHTS, LOTS 14, 15, 16, 17 AND 18  
WHITWOOD COURT, TL #1 OF LOT 5, BLOCK 19

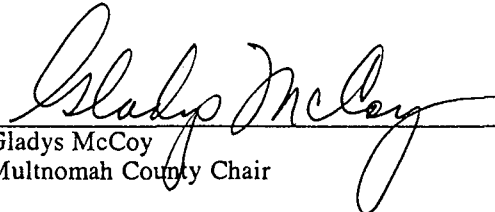
It further appearing that after hearing objections to the transfer as by law required, it is determined that it is for the best interest of the county that the transfer be made and that a deed be given;

NOW, THEREFOR, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to THE CITY OF PORTLAND, OREGON the above described real property situated in the County of Multnomah, State of Oregon.

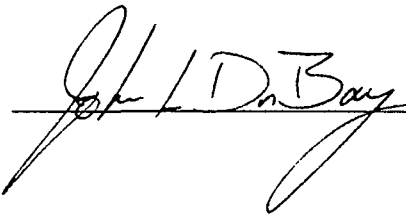
PROVIDED that said property shall be used and continue to be used by THE CITY OF PORTLAND, OREGON, for a public purpose in the State of Oregon and should the property cease to be used for a public purpose, title shall revert to Multnomah County.

Dated at Portland, Oregon this 18th day of June, 1992.

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
\_\_\_\_\_  
Gladys McCoy  
Multnomah County Chair

REVIEWED:  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

  
\_\_\_\_\_  
Laurence Kressel  
County Counsel  
for Multnomah County, Oregon

DEED D92703

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to THE CITY OF PORTLAND, OREGON, a governmental body in the State of Oregon, Grantee, the following described real property situated in the County of Multnomah, State of Oregon:

CARNEY HEIGHTS, LOTS 14, 15, 16, 17 AND 18  
WHITWOOD COURT, TL #1 OF LOT 5, BLOCK 19 (SEE ATTACHED EXHIBIT A)

Provided that said property shall be used and continue to be used by THE CITY OF PORTLAND, OREGON for a public purpose in the State of Oregon and should the property cease to be used for a public purpose, title shall revert to Multnomah County.

The true and actual consideration paid for this transfer, stated in terms of dollars is NONE.

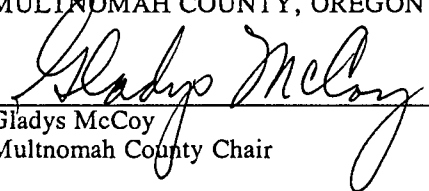
THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

Until a change is requested, all tax statements shall be sent to the following address:

1120 SW 5TH AVE  
PORTLAND, OR 97204-1972

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners heretofore entered of record.

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Gladys McCoy  
Multnomah County Chair

REVIEWED:  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By 

EXHIBIT A

90720-3480

LOT 5, EXCEPT THE FOLLOWING: BEGINNING AT THE INTERSECTION OF THE LINE COMMON TO LOTS 5 AND 6, BLOCK 19, AND THE WEST LINE OF NW SPRINGVILLE ROAD AS INDICATED ON THE PLAT OF THE SUB OF BLOCK 19, WHITWOOD COURT; AND RUNNING THENCE NORTH 4° 04' EAST ALONG SAID WEST LINE OF NW SPRINGVILLE ROAD 57.50 FEET; THENCE NORTH 49° 23 1/2' WEST 95.80 FEET TO A POINT IN LINE BETWEEN SAID LOTS 5 & 6; THENCE SOUTH 29° 50' EAST ALONG SAID LOT LINE, 138.00 FEET TO THE POINT OF BEGINNING.

ACCOUNT NUMBER: 13820-0270  
LEGAL DESCRIPTION: CARNEY HEIGHTS  
LOT 14  
PROPERTY LOCATION: NE ROCKY BUTTE @ 675' S OF TUNNEL  
TAXES OWED WHEN DEEDED TO COUNTY: \$14,855.33  
COSTS INCURRED IN MANAGING PROPERTY:\$0.00  
TOTAL TAXES & COSTS: \$14,855.33                      MARKET VALUE 10/91: \$5,500.00

ACCOUNT NUMBER: 13820-0290  
LEGAL DESCRIPTION: CARNEY HEIGHTS  
LOT 15  
PROPERTY LOCATION: NE ROCKY BUTTE @ 742' S OF TUNNEL  
TAXES OWED WHEN DEEDED TO COUNTY: \$14,855.33  
COSTS INCURRED IN MANAGING PROPERTY:\$0.00  
TOTAL TAXES & COSTS: \$14,855.33                      MARKET VALUE 10/91: \$5,500.00

ACCOUNT NUMBER: 13820-0310  
LEGAL DESCRIPTION: CARNEY HEIGHTS  
LOT 16  
PROPERTY LOCATION: NE ROCKY BUTTE @ 810' S OF TUNNEL  
TAXES OWED WHEN DEEDED TO COUNTY: \$14,855.33  
COSTS INCURRED IN MANAGING PROPERTY:\$0.00  
TOTAL TAXES & COSTS: \$14,855.33                      MARKET VALUE 10/91: \$5,500.00

ACCOUNT NUMBER: 13820-0330  
LEGAL DESCRIPTION: CARNEY HEIGHTS  
LOT 17  
PROPERTY LOCATION: NE ROCKY BUTTE @ 871' S OF TUNNEL  
TAXES OWED WHEN DEEDED TO COUNTY: \$14,855.33  
COSTS INCURRED IN MANAGING PROPERTY:\$0.00  
TOTAL TAXES & COSTS: \$14,855.33                      MARKET VALUE 10/91: \$5,500.00

ACCOUNT NUMBER: 13820-0350  
LEGAL DESCRIPTION: CARNEY HEIGHTS  
LOT 18  
PROPERTY LOCATION: NE ROCKY BUTTE @ 938' S OF TUNNEL  
TAXES OWED WHEN DEEDED TO COUNTY: \$14,855.33  
COSTS INCURRED IN MANAGING PROPERTY:\$0.00  
TOTAL TAXES & COSTS: \$14,855.33                      MARKET VALUE 10/91: \$5,500.00

*Enclosure 1a*

ACCOUNT NUMBER: 90720-3480

LEGAL DESCRIPTION: WHITWOOD COURT

TL #1 OF LOT 5, BLOCK 19 (SEE ATTACHED EXHIBIT A)

PROPERTY LOCATION: FORMER 9261 NW SPRINGVILLE RD

TAXES OWED WHEN DEEDED TO COUNTY: \$2,861.58

COSTS INCURRED IN MANAGING PROPERTY:\$0.00

TOTAL TAXES & COSTS: \$2,861.58

MARKET VALUE 10/91: \$2,500.00

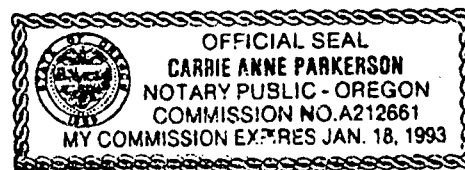
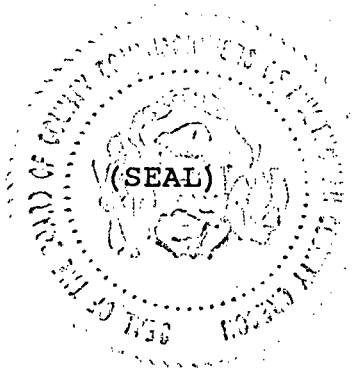
*Enclosure 1b*

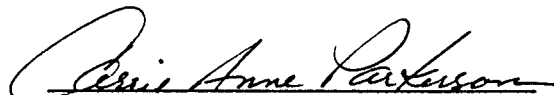


STATE OF OREGON            )  
                                  )    SS  
COUNTY OF MULTNOMAH    )

On this 18th day of June , 1992, A.D., before me, a Notary Public in and for County and State, Personally appeared GLADYS McCOY, to me personally known, County Chair of Multnomah County, Oregon, to sign official County documents and that the seal affixed to said instrument was signed and sealed on behalf of Multnomah County by authority of its Board of County Commissioners, and said GLADYS McCOY acknowledged said instrument to be the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand, affixed my official seal, the day and year first in this, my certificate, written.



  
Carrie Anne Parkerson  
Notary Public for Oregon

STATE OF OREGON )

COUNTY OF MULTNOMAH)

On this \_\_\_\_\_ day of \_\_\_\_\_ 1992, before me, a Notary Public in and for said County and State, personally appeared Merlin G. Reynolds, to me personally known, who being duly sworn did say that he, Merlin G. Reynolds, is authorized by Gladys McCoy, Board of Commissioners Chair - Multnomah County, Oregon to sign official County documents on behalf of the said Gladys McCoy, and that the seal affixed to said instrument is the corporate seal of said Multnomah County and that said instrument was signed and sealed on behalf of said County by authority of its Board of County Commissioners, by Merlin G. Reynolds on behalf of the said Gladys McCoy, and the said instrument to be the free act and deed of said County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.

Notary Public for Oregon \_\_\_\_\_

My Commission Expires \_\_\_\_\_

*Larry -*

*Please send the correct form when going  
before the Board (for Gladys McCoy).*

*Thanks,*

*Chris*

Meeting Date: JUN 18 1992

Agenda No.: R-4

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

CANCELLATION OF UNCOLLECTABLE PERSONAL  
PROPERTY TAXES

SUBJECT: \_\_\_\_\_

BCC Informal 6-16-92  
(date)

BCC Formal 6-18-92  
(date)

DEPARTMENT Environmental Services

DIVISION Assessment & Taxation

CONTACT Kathleen Dorn

TELEPHONE 248-3330

PERSON(S) MAKING PRESENTATION Kathy Tuneberg

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: X

BRIEF SUMMARY (include statement of rationale for action requested,  
as well as personnel and fiscal/budgetary impacts, if applicable):

Matter of cancellation of Uncollectable Personal Property Taxes  
for 1982 through 1988, in the amount of \$143,021.44.

These are taxes that have been delinquent for more than three years and have  
been determined to be uncollectable according to local policy.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

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

(All accompanying documents must have required signatures)

*Sent copy of Order 92-109 to Kathleen Dorn 6-23-92.*

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 JUN - 8 PM 3:47

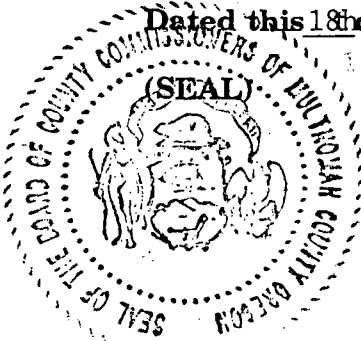
**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the Matter of Cancelling	)	<b>ORDER</b>
Uncollectable Personal Property	)	# 92-109
Taxes, 1982 through 1988	)	

This matter is before the Board to consider the cancellation of certain personal property taxes; it appearing that the taxes have been delinquent for three or more years; that the Tax Collector and County Counsel have determined that said taxes are wholly uncollectable and have requested the Board for an order directing that the taxes be cancelled in accordance with ORS 311.790, and the Board being duly advised in the premises, it is

**ORDERED**, that the Tax Collector for Multnomah County, Oregon, is directed to cancel those personal property taxes which are listed and appended hereto and incorporated herein for tax years 1982 through 1988, in the total amount of \$143,021.44 for the reason that the same are found to be uncollectable.

Dated this 18<sup>th</sup> day of June, 1992.



**BOARD OF COUNTY  
COMMISSIONERS  
FOR MULTNOMAH COUNTY,  
OREGON**

By

*Gladys McCoy*  
Chair

**REVIEWED:**

**LARRY KRESSEL, COUNTY COUNSEL**

By

*Sandra Duffy*  
Deputy County Counsel

**PERSONAL PROPERTY WRITE-OFFS****JUNE 1992**

<u>YEAR</u>	<u>SUB-TOTALS</u>
1982	\$ 1351.38
1983	15,423.15
1984	12,359.31
1985	14,722.79
1986	21,702.04
1987	15,926.75
1988	<u>61,536.02</u>

<b>TOTAL</b>	<b>\$143,021.44</b>
--------------	---------------------

260 ACCOUNTS

WRITEOFFS 1982

ACCOUNT NUMBER	TAX AMOUNT
P09-08929-50	965.10
P20-00819-22	137.18
P40-00052-00	192.00
P40-00075-00	57.10
<b>TOTAL</b>	<b>1351.38</b>
<b>4 ACCOUNTS</b>	

WRITEOFFS 1983

ACCOUNT NUMBER	TAX AMOUNT
P04-00390-00	313.60
P07-04103-00	15,109.55
<b>TOTAL</b>	<b>15,423.15</b>
<b>2 ACCOUNTS</b>	

## WRITEOFFS 1984

ACCOUNT NUMBER	TAX AMOUNT
P03-27600-00	270.36
P03-29120-50	259.85
P03-04180-00	140.16
P04-00390-00	165.47
P04-28760-00	144.16
P04-40718-00	62.06
P04-61050-00	177.15
P05-18280-01	371.60
P06-03865-01	54.69
P06-07180-01	60.10
P06-11765-00	186.83
P06-35810-30	368.06
P06-40939-00	68.94
P06-41300-00	366.21
P07-01870-01	594.74
P07-03294-22	92.52
P07-03928-51	7155.29
P07-04710-01	1414.91
P08-01525-00	38.41
P08-07292-30	95.34
P08-09818-47	100.93
P10-53200-05	114.38
P13-63398-00	57.15
<b>TOTAL</b>	<b>12,359.31</b>

23 ACCOUNTS



WRITEOFFS 1985

ACCOUNT NUMBER	TAX AMOUNT
P01-12305-60	138.40
P02-02150-01	251.91
P02-07240-14	1986.35
P02-09700-00	241.12
P03-01101-16	237.79
P03-27600-00	293.48
P03-29250-77	97.31
P03-29065-65	170.74
P04-00390-00	179.48
P04-03760-04	173.34
P04-28760-00	56.23
P04-47960-00	800.40
P04-49220-00	997.62
P04-59837-00	167.70
P04-61050-00	218.55
P05-02114-00	61.36
P05-04940-00	46.13
P05-12060-00	293.48
P05-18280-01	419.18
P05-21730-01	426.88
P05-26941-36	369.03
P05-38338-30	143.93
P05-40130-00	47.41
P06-07695-00	61.36

P06-11765-00	228.28
P06-14110-01	213.32
P06-14710-00	228.28
P06-16932-00	333.07
P06-19580-00	112.72
P06-20140-10	176.92
P06-26460-00	1365.02
P06-35810-30	533.60
P06-40560-00	156.89
P06-40939-00	106.30
P07-04770-25	393.04
P08-06943-20	385.52
P08-07292-30	210.85
P08-07301-00	273.00
P08-08707-20	113.36
P08-09996-00	692.61
P09-09116-52	267.84
P09-14746-84	41.35
P10-18120-53	193.86
P10-55204-10	59.05
P11-21419-00	32.50
P20-00951-03	39.48
P41-00030-00	98.84
P60-03000-01	422.78
P78-84000-00	165.13

<b>TOTAL</b>	<b>14,722.79</b>
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**49 ACCOUNTS**

WRITEOFFS 1986

ACCOUNT NUMBER	TAX AMOUNT
P01-12305-60	148.10
P01-16500-10	26.08
P02-01580-00	615.83
P02-02150-01	270.19
P02-07240-14	1971.75
P02-09700-00	258.58
P03-01101-16	286.20
P03-02860-00	56.07
P03-23780-00	715.50
P03-29065-65	563.84
P03-29065-88	550.02
P03-29160-00	201.13
P03-29250-77	103.91
P04-00390-00	192.30
P04-37270-03	206.11
P04-39714-15	71.87
P04-47960-00	858.60
P05-00500-20	221.32
P05-02114-00	79.05
P05-04940-00	138.10
P05-12060-00	343.44
P05-18280-01	457.92
P05-21730-01	486.54
P05-26941-36	442.45

P05-30680-00	74.03
P05-33740-23	227.10
P05-36850-00	128.77
P05-38338-30	161.65
P06-01640-00	214.89
P06-03900-00	574.68
P06-14110-01	357.15
P06-14710-00	244.77
P06-16470-01	231.79
P06-16932-00	371.24
P06-19580-00	120.48
P06-20482-00	632.85
P06-35810-30	715.50
P06-40355-00	198.72
P06-40520-00	1494.98
P06-40560-00	175.72
P06-46227-05	294.71
P07-04770-25	1431.00
P07-06227-05	148.10
P08-06263-70	1555.43
P08-06943-20	486.88
P08-07147-10	62.92
P08-07445-00	130.81
P08-08707-20	406.85
P08-09996-00	496.43
P08-16199-00	615.92
P09-09116-48	114.89

P09-09116-52	183.72
P10-18120-53	207.76
P10-42616-00	86.51
P41-00030-00	243.29
P64-51000-01	21.21
P69-91000-01	26.39
<b>TOTAL</b>	<b>21,702.04</b>

**57 ACCOUNTS**

WRITEOFFS 1987

ACCOUNT NUMBER	TAX AMOUNT
P01-05520-00	57.14
P01-12300-35	34.53
P01-16500-10	637.10
P01-32940-00	437.91
P02-09420-00	117.76
P02-11260-10	74.15
P02-24660-00	45.46
P03-01145-10	296.90
P03-02860-00	70.21
P03-23780-00	766.50
P03-25716-00	266.94
P03-29065-65	604.01
P03-29160-00	205.25
P04-04547-00	169.63
P04-08930-00	290.00
P04-47960-00	919.80
P05-00641-05	457.95
P05-06980-00	288.60
P05-18280-01	380.25
P05-26941-36	221.27
P05-29700-00	576.91
P05-33381-00	118.64
P05-33740-23	243.13
P05-36850-00	137.54

P05-38338-51	248.39
P06-04505-00	99.37
P06-08300-31	130.13
P06-14110-01	382.57
P06-17180-00	187.96
P06-19220-00	606.85
P06-20140-10	12.50
P06-22430-00	303.04
P06-35670-00	177.96
P06-35810-30	766.50
P06-36435-34	352.66
P06-44615-02	957.68
P06-46227-05	327.47
P07-04770-25	1533.00
P07-06227-05	140.59
P08-00766-15	34.49
P08-03060-00	89.44
P08-06875-40	250.41
P08-06943-20	755.76
P11-21301-00	445.50
P11-40252-00	164.85
P11-70973-00	148.30
P11-70975-00	148.30
P41-00030-00	245.45
<b>TOTAL</b>	<b>15,926.75</b>
<b>48 ACCOUNTS</b>	

WRITEOFFS 1988

ACCOUNT NUMBER	TAX AMOUNT
P01-04610-18	800.54
P01-05520-00	189.30
P01-12300-35	85.69
P02-01470-00	167.90
P02-07880-10	117.95
P02-09420-00	133.15
P02-11260-10	87.55
P02-11920-00	581.73
P02-21780-00	305.99
P02-24660-00	145.89
P02-29540-00	1424.45
P03-01064-00	551.87
P03-01065-69	483.18
P03-01458-41	2363.71
P03-01625-01	192.33
P03-02860-00	72.97
P03-02940-00	1562.85
P03-06125-01	192.33
P03-20575-00	1259.06
P03-23780-00	800.68
P03-27500-00	1067.95
P03-28912.06	475.56
P04-03563-70	802.35
P04-04547-00	464.27



P04-08898-00	553.21
P04-24155-05	8.89
P04-24560-00	85.30
P04-47960-00	960.65
P05-00517-00	198.09
P05-06980-00	311.92
P05-21620-38	27.68
P05-21632-35	3330.11
P05-34227-00	37.47
P05-35640-11	31.62
P05-36772-05	248.17
P05-36850-00	143.42
P05-36882-88	144.56
P05-38336-04	97.10
P05-38337-55	75.09
P05-40023-00	362.41
P06-06700-00	221.62
P06-08090-00	350.16
P06-08300-31	135.66
P06-14110-01	399.64
P06-17180-00	196.18
P06-22430-00	700.95
P06-35810-30	800.77
P06-36430-00	5277.33
P06-36435-34	380.94
P06-34959-00	18.68

P06-44615-02	1000.46
P06-45895-00	61.65
P06-46227-05	342.09
P06-46670-05	208.77
P07-04450-00	121.67
P07-04770-25	1601.08
P07-06227-05	157.06
P08-00766-15	259.14
P08-03060-00	93.23
P08-01780-00	178.19
P08-06875-40	255.58
P08-06943-20	793.59
P09-00007-50	2810.02
P09-00300-00	10.21
P09-02615-05	18494.21
P09-03395-00	1816.01
P09-03696-00	1496.64
P09-08894-00	354.66
P09-10260-01	418.29
P09-15200-00	107.42
P10-00514-00	106.71
P10-11140-10	167.90
P11-07406-00	165.10
P11-21301-00	482.07
P11-40252-00	258.17

P20-00951-03	122.72
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P41-00030-00	226.51
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<b>TOTAL</b>	<b>61,536.02</b>
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**77 ACCOUNTS**

Meeting Date: JUN 18 1992

Agenda No.: R-5

(Above space for Clerk's Office Use)

.....

**AGENDA PLACEMENT FORM**  
**(For Non-Budgetary Items)**

**SUBJECT:** PHS Grant - MCH Supplement

**BCC Informal**

**(date)**

**BCC Formal**

**June 18, 1992**

**(date)**

**DEPARTMENT:** Health

**DIVISION:** Field

**CONTACT:** Jan Wallinder

**TELEPHONE:** 248-3674

**PERSON(S) MAKING PRESENTATION** Tom Fronk

**ACTION REQUESTED:**

**[ ] INFORMATION ONLY**

**[ ] POLICY DIRECTION**

**[x] APPROVAL**

**ESTIMATED TIME NEEDED ON BOARD AGENDA:** 5 minutes

**CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN:** \_\_\_\_\_

**BRIEF SUMMARY** (Include statement of rationale for action requested, as well as personnel and fiscal /budgetary impacts, if applicable):

Approval of intent to apply for federal financial assistance for a project to provide community based maternal child health services designed to reduce infant mortality and improve the health of mothers and infants.

(If space is inadequate, please use other side)

**SIGNATURES:**

**ELECTED OFFICIAL** \_\_\_\_\_

**Or**

**DEPARTMENT MANAGER** \_\_\_\_\_

*Billi Odgaard*

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 JUN 10 AM 9:45

**MULTNOMAH COUNTY NOTICE OF INTENT**

**TO: BOARD OF COUNTY COMMISSIONERS**

**DATE: 6/6/92**

**DEPARTMENT AND CONTACT PERSON: Health Department - Jan Wallinder**

**GRANTOR AGENCY: Maternal Child Health Agency of HRSA**

**BEGINNING DATE OF GRANT: October 1, 1992**

**PROJECT TITLE: Community Integrated Health Service System**

**PROJECT DESCRIPTION:** The Public Health Service is inviting applications for projects designed to reduce infant mortality and improve the health of mothers and children through selected strategies of home visiting and service integration projects. The project would involve home visits, well child clinic, WIC, and immunization services. Services would be localized in the Brentwood-Darlington area, and would be Parent Child Development Center based.

This grant would be submitted in collaboration with IMPACT Parent Child Development Center.

**PROJECT ESTIMATED BUDGET:**

**Direct/Indirect**

<b>FEDERAL SHARE:</b>	<b>\$</b>	<b><u>277,984</u></b>	<b>/</b>	<b><u>22,016</u></b>	<b><u>100</u></b>	<b>%</b>
<b>STATE SHARE:</b>	<b>\$</b>	<b><u>          </u></b>	<b>/</b>	<b><u>          </u></b>	<b><u>          </u></b>	<b>%</b>
<b>LOCAL SHARE:</b>	<b>\$</b>	<b><u>          </u></b>	<b>/</b>	<b><u>          </u></b>	<b><u>          </u></b>	<b>%</b>
<b>TOTAL:</b>	<b>\$</b>	<b><u>277,984</u></b>	<b>/</b>	<b><u>22,016</u></b>	<b><u>100</u></b>	<b>%</b>

**EXPLANATION OF LOCAL SHARE: (Explain indirect costs, hard match, etc.)**

No hard match required. Grant pays indirect costs.

**SPECIFY REPORTING / BILLING REQUIREMENTS OF GRANTOR AND WHO REPORTS:**  
**FINANCE DIVISION   X   DEPARTMENT            IF DEPT, INDICATE REASONS:**

**GRANT DURATION AND FUTURE RATIO:** (Indicate amount of County match per year):

Three years, all federal funds.

**ADVANCE REQUESTED** \_\_\_\_\_ **YES** \_\_\_\_\_ **X** **NO** **IF NOT, INDICATE REASONS:**

Federal grants do not allow for advances - reimbursement only.

<u>PERSONNEL DETAIL</u>	<u>FULL TIME</u>	<u>FRINGE</u>	<u>TOTAL</u>
Lead Nurse	35,622	14,825	50,447
Community Health Nurse	33,926	14,365	48,291
Community Health Nurse	33,926	14,365	48,291
Health Information Spec	23,602	11,075	34,677
Health Information Spec	23,602	11,075	34,677
Office Assistant (0.5)	9,005	4,695	13,700
			230,083

**EXPLAIN MATERIALS AND SERVICES AND CAPITAL EXPENDITURES WITH TOTAL DOLLAR AMOUNTS:**

The Health Department has not completed the materials and services budget for this application. It is anticipated to include supplies, rental for the space from IMPACT, data processing, local mileage, etc.

**COMMENTS:** The \$300,000 budget figure for the entire project is based on our estimate of the size of awards the Public Health Service will make. The final budget will be developed over the next month, with the application due June 30.

**GRANT MANAGER**

Jim Wallender 6-8-92  
(signature) (date)

**BUDGET AND PLANNING DIVISION**

Kathleen 6-8-92  
(signature) (date)

**FINANCE DIVISION**

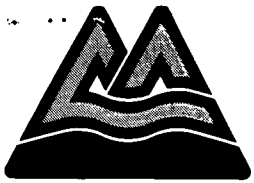
Paul Boyer 6/8/92  
(signature) (date)

**PERSONNEL DIVISION**

Susan Daniell 6/8/92  
(signature) (date)

**DEPARTMENT DIRECTOR**

Bill Odgaard 6/8/92  
(signature) (date)



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204-2394  
(503) 248-3674  
FAX (503) 248-3676  
TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

**TO:** Gladys McCoy  
Multnomah County Chair

**VIA:** Bill Odegaard, Director  
Health Department

**FROM:** Thomas Fronk *Tom*  
Health Department

**DATE:** June 6, 1992

**SUBJECT:** Recommendation to Approve a Notice of Intent

**RECOMMENDATION:** That the Board of County Commissioners consider and approve a Notice of Intent to apply for a grant from the US Public Health Service.

**ANALYSIS AND BACKGROUND:** The Public Health Service is inviting applications for projects designed to reduce infant mortality and improve the health of mothers and children through selected strategies of home visiting and service integration projects. The Health Department wishes to submit a proposal to provide home visits, WIC, immunization services and a well child clinic in the Brentwood-Darlington area. The proposed project would be located in the Parent Child Development Center, and the grant would be submitted in collaboration with IMPACT Parent Child Development Center.

**JUN 18 1992**R-6

## 1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

(Date)

DEPT SOCIAL SERVICESDIVISION SOCIAL SERVICESCONTACT SUSAN CLARKPHONE 3691

\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

SUSAN CLARKSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

Bud Mod DSS: # 71 appropriates \$599,303 additional revenue from State MHD Contract Amendments #'s 1-13 within Social Services Division Alcohol & Drug Program.

(Estimated Time Needed on the Agenda)

## 2. DESCRIPTION OF MODIFICATION: (Explain the changes this Bud Mod makes. What budget does it increase: What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space).

[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Budget Modification DSS # 71 increases funding in the A&D program by \$599,303. A&D Operations increases \$15,728 in Professional Services as a result of increased funding for Prevention Coordination activities.

A&D Contracts increases a net of \$583,575 in Pass-through. This change reflects increased service funding of \$633,575 and a decrease of (\$50,000) MHD carryover. The carryover funds were anticipated during FY 91/92 budget preparation but did not materialize. These actions adjust the county budget to the State Mental Health Division agreement.

JUN - 8 AM 11:03  
 MULTNOMAH COUNTY  
 OREGON  
 CLERK OF COUNTY COMMISSIONERS

## 3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

Increases Revenue #2605, State MHD, by \$649,303.  
 Reduces Revenue #2607, MHD Carryover, by (\$50,000)  
 Increases Revenue #7601, CGF Indirect, by \$4,876.  
 Increases Svcs Reimbursement to General Fund by \$4,876.

## 4. CONTINGENCY STATUS (to be completed by Budget &amp; Planning)

Fund Contingency BEFORE THIS MODIFICATION (as of \_\_\_\_\_): \$ \_\_\_\_\_  
 (Specify Fund) (Date)

AFTER THIS MODIFICATION: \$ \_\_\_\_\_

Originated By:

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

*Susan Clark* 5/21/92  
*Kathleen Jones* 6/8/92  
*Carrie A. Parkinson* 6-18-92

*Andrew Craghead* 6-3-92



## TRANSACTION EB GM( 1 TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

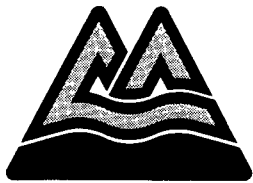
TRANSACTION EB GM( 1 TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

[illegible]

## TRANSACTION EB GM [ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

TRANSACTION EB GM [ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1410			2605			15,728		State MHD - A&D 70
		156	010	1410			7601			791		CGF Indirect
											16,519	Total Org 1410
		156	010	1415			2605			633,575		State MHD - A&D
		156	010	1415			2607			(50,000)		MHD Carryover
		156	010	1415			7601			4,085		CGF Indirect
											587,660	Total Org 1415
		100	045	7410			6602			4876	4,876	Svs Reim to GF
TOTAL REVENUE CHANGE										609,055	609,055	



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
SOCIAL AND FAMILY SERVICES DIVISION  
ADMINISTRATIVE OFFICES  
426 S.W. STARK ST., 6TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3691  
FAX (503) 248-3379

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Gladys McCoy  
Multnomah County Chair

VIA: Ardys Craghead, Interim Director *Ardys*  
Department of Social Services

FROM: Gary Smith, Director *Gary Smith*  
Social Services Division

DATE: May 29, 1992

SUBJECT: Approval of Four DSS Budget Modifications

**RECOMMENDATION:** The Social Services Division (SSD) recommends County Chair and Board approval of the attached budget modifications, DSS # 71, # 72, # 73 and # 74.

**ANALYSIS:** These "housekeeping" budget modifications are part of the year end process to adjust the County budget to current revenue agreements and the State Mental Health Intergovernmental Agreement. Approval of these modifications will increase the SSD Alcohol and Drug Operations and Contracts budget by a net total of \$580,670.

DSS # 71: Appropriates \$599,303 as a direct result of amendments 1 through 13 to our intergovernmental agreement with the State Mental Health and Developmental Disabilities Services Division (SMHDDSD). A&D Operations increases \$15,728 as a result of increased funding for Prevention Coordination activities. A&D Contracts increases a net of \$583,575 restoring service dollars to actual allocations via the amendments to the SMHDDSD agreement for A&D residential and outpatient services.

DSS # 72: Appropriates \$23,125 to reflect the receipt of a grant from Children's Services Division for participation in a Substance Abuse project. The A&D program office will receive \$121,495 over the 30 month duration of the grant to fund participation on a project team to protect children at risk of abuse or neglect due to parental substance abuse.

DSS # 73: Reduces NIDA revenues to actual grant award from the Health Department, due to grant period being one month less than originally anticipated.

DSS #74: Adjusts Primary Care grant revenues to actual grant award which is a net decrease of \$32,720 due to an over estimation of revenues at the time of budget preparation. This budget modification also allows for an increase in services to IV drug users by allocating County funds to contracts. These funds are available due to the initial receipt of the Primary Care grant revenues.

**BACKGROUND:** The Social Services Division has a biennial intergovernmental agreement with the State Mental Health and Developmental Disabilities Services Division to provide mental health services. This agreement is amended many times during the course of the biennium. With these amendments, increases and decreases in funding for current services and funding for new services are passed on to the County. With the acceptance of the changes, contract amendments are processed with community service providers to initiate the actions.

Additionally, during the year the A&D program has been awarded funds from Children's Services Division and Federal Primary Care via the Health Department to fund special projects.

(05299201/kt)

## 1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

(Date)

DEPT SOCIAL SERVICESDIVISION SOCIAL SERVICESCONTACT SUSAN CLARKPHONE 3691

\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

SUSAN CLARKSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

Bud Mod DSS: # 72 appropriates \$23,125 to A&D Operations to reflect receipt of grant from Children's Services Division for a Substance Abuse project.

(Estimated Time Needed on the Agenda)

## 2. DESCRIPTION OF MODIFICATION: (Explain the changes this Bud Mod makes. What budget does it increase: What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space).

[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Bud Mod DSS # 72 appropriates \$23,125 in A&D Operations. This action adds 1 FTE Evaluation Specialist as of January 1992, plus \$4,420 in related materials & supplies line items. The position is funded via an agreement with Children's Services Division to participate in a Substance Abuse project through June 30, 1994. The A&D Program Office will receive \$121,495 over the 30-month duration of the project. The A&D Evaluation Specialist will be a member of a multi-disciplinary project team to protect children at risk of abuse and neglect due to parental substance abuse.

## 3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

Increases Revenue #2315, CSD Substance Abuse Project, by \$23,125.  
Increases Revenue #7801, CGF Indirect, by \$1,163.  
Increases F/S Svc Reim to GF by \$1,163.  
Increases F/S Svc Reim to Ins Fund by \$4,050.

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 JUN - 8 AM 11:03

## 4. CONTINGENCY STATUS (to be completed by Budget &amp; Planning)

Fund Contingency BEFORE THIS MODIFICATION (as of \_\_\_\_\_): \$ \_\_\_\_\_  
(Specify Fund) (Date)

AFTER THIS MODIFICATION: \$ \_\_\_\_\_

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

*Susan Clark* 5/29/92 *Ardis Crayhead* 6-3-92  
*Carlene Jones* 6/8/92 *CRumbas* 6/5/92  
*Carrie A. Peterson* 6-18-92

## TRANSACTION EB GM [ ] TRANSACTION DATE: \_\_\_\_\_ ACCOUNTING PERIOD: \_\_\_\_\_ BUDG FY: \_\_\_\_\_

TRANSACTION EB GM[ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

TOTAL EXPENDITURE CHANGE

**29,501**

**29,501**

## TRANSACTION EB GM [ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

TRANSACTION EB GM [ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

TOTAL REVENUE CHANGE

29.501

29,501

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO. 035 72

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)						
FTE Incr (Decr)	POSITION TITLE	ANNUALIZED Increase (Decrease)				
		BASE PAY	FRINGE	INSUR	TOTAL	
1.00	A&D Evaluation Specialist	\$23,080	\$6,230	\$8,100	\$37,410	
1.00	TOTAL ANNUALIZED CHANGES	\$23,080	\$6,230	\$8,100	\$37,410	

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)						
FTE Incr (Decr)	POSITION TITLE	EXPLANATION	CURRENT YEAR Increase (Decrease)			
			BASE PAY	FRINGE	INSUR	TOTAL
0.50	1.0 FTE A&D Evaluation Specialist	effective 1/1/92	\$11,540	\$3,115	\$4,050	\$18,705
0.50	TOTAL CURRENT FISCAL YEAR CHANGES		\$11,540	\$3,115	\$4,050	\$18,705

## 1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

(Date)

DEPT SOCIAL SERVICES DIVISION SOCIAL SERVICESCONTACT SUSAN CLARK PHONE 3891\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD SUSAN CLARKSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)Bud Mod DSS # 73 reduces NIDA revenue to actual grant award in the Alcohol & Drug Program.

(Estimated Time Needed on the Agenda)

## 2. DESCRIPTION OF MODIFICATION: (Explain the changes this Bud Mod makes. What budget does it increase: What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space).

☒ [X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEETBud Mod DSS # 73 reduces NIDA funding in the A&D Program by \$9,038 to reflect actual grant award from Health Department. Grant ended 8/31/91 but was erroneously budgeted to run through 9/30/91.

In A&amp;D Operations, budgeted personnel expenditures are reduced by \$4,621: Permanent (\$3,316), Fringe (\$899) and Insurance (\$406).

In A&amp;D Contracts, Pass-through is reduced by (\$4,417).

## 3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

Reduces NIDA Revenue #2046 by (\$9,038).  
 Reduces CGF Indirect Support by (\$263).  
 Reduces F/S Reimbursement to Insurance Fund by (\$406).  
 Reduces F/S Reimbursement to GF by (\$263).

BOARD OF  
 COUNTY COMMISSIONERS  
 1992 JUN - 8 AM 11:04  
 MULTNOMAH COUNTY  
 OREGON

## 4. CONTINGENCY STATUS (to be completed by Budget &amp; Planning)

Fund Contingency BEFORE THIS MODIFICATION (as of \_\_\_\_\_): \$ \_\_\_\_\_  
(Specify Fund) (Date)

AFTER THIS MODIFICATION: \$ \_\_\_\_\_

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

## TRANSACTION EB GM [ ]

TRANSACTION DATE:

ACCOUNTING PERIOD:

**BUDG FY:**

[illegible]

## REVENUE

TRANSACTION EB GM[ ]

TRANSACTION DATE:

**ACCOUNTING PERIOD:**

**BUDG FY:**

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1410			2048			(4,821)		NIDA
		156	010	1410			7601			(232)		CGF Indirect
											(4,853)	Total Org 1410
		156	010	1415			2048			(4,417)		NIDA
		156	010	1415			7601			(31)		CGF Indirect
											(4,448)	Total Org 1415
		400	040	7531			6602			(406)	(406)	Svs Reim to Insurance Fund
		100	040	7410			6602			(263)	(263)	Svs Reim to General Fund
<b>TOTAL REVENUE CHANGE</b>										(9,970)	(9,970)	



055 73

5. **ANNUALIZED PERSONNEL CHANGES** (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

[illegible]

6.	CURRENT YEAR PERSONNEL DOLLAR CHANGES	(Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)
----	---------------------------------------	---

FTE Incr (Decr)	POSITION TITLE	EXPLANATION	CURRENT YEAR			
			Increase (Decrease)			
			BASE PAY	FRINGE	INSUR	TOTAL
(0.08)	Delete 1.0 Program	Development Specialist Sep-Oct 91	(\$2,290)	(\$621)	(\$375)	(\$3,286)
(0.08)	Delete .5 OA2 Sep-Oct 91		(\$1,026)	(\$278)	(\$31)	(\$1,335)
(0.17)	TOTAL CURRENT FISCAL YEAR CHANGES		(\$3,316)	(\$899)	(\$406)	(\$4,621)

JUN 18 1992

R-9

## 1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

(Date)

DEPT SOCIAL SERVICESDIVISION SOCIAL SERVICESCONTACT SUSAN CLARKPHONE 3691

\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

SUSAN CLARKSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

Bud Mod DSS # 74 adjusts budgeted Primary Care revenues to actual grant award in Social Services Division A&D Program and transfers CGF funding for this project from Operations to Contracts to fund direct treatment for IV drug users.

(Estimated Time Needed on the Agenda)

## 2. DESCRIPTION OF MODIFICATION: (Explain the changes this Bud Mod makes. What budget does it increase: What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space).

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Adjusts budgeted Primary Care/Substance Abuse revenues to actual grant award received from Health Department; reduces Pass-through in A&D Contracts by (\$49,208) and appropriates \$15,698 in Personnel and \$790 in Indirect in A&D Operations. Also transfers \$16,488 in CGF funding for project personnel, which was replaced by grant funds, to A&D Contracts: \$16,373 in Pass-through and \$114 in Indirect, to fund direct services.

## 3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

Reduces Revenue #2048, Primary Care/Substance Abuse, a net of (\$32,720).  
Reduces Revenue #2807, CGF Indirect, by (\$1,020).  
Reduces F/S Reimbursement to GF by (\$1,020).

BOARD OF  
COUNTY COMMISSIONERS  
1992 JUN - 8 AM 11:04  
MULTNOMAH COUNTY  
OREGON

## 4. CONTINGENCY STATUS (to be completed by Budget &amp; Planning)

Fund Contingency BEFORE THIS MODIFICATION (as of \_\_\_\_\_):

\$

(Specify Fund)

(Date)

AFTER THIS MODIFICATION:

\$

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

*Susan Clark* 5/27/92 *Ardey Craghead* 6-3-92  
*Ardey Craghead* 6/8/92  
*Carrie A. Peterson* 6-18-92

## TRANSACTION EB GM[ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

TRANSACTION EB GM[ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

## TRANSACTION EB GM [ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

TRANSACTION EB GM [ ] TRANSACTION DATE: ACCOUNTING PERIOD: BUDG FY:

JUN 18 1992

## 1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

(Date)

DEPT SOCIAL SERVICESDIVISION SOCIAL SERVICESCONTACT SUSAN CLARKPHONE 3691

\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

SUSAN CLARKSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

Bud Mod DSS # 75 appropriates \$19,837 from Oregon Community Children & Youth Services Commission (OCCYSC) for Minority Initiative and Child Care Development projects, and performs minor year-end housekeeping adjustments between line items within the Youth Program Office.

(Estimated Time Needed on the Agenda)

## 2. DESCRIPTION OF MODIFICATION: (Explain the changes this Bud Mod makes. What budget does it increase: What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space).

☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Appropriates \$11,000 in Pass-through in YPO Contracts, \$540 in Travel in YPO Operations and \$104 in Indirect in both org's for a total of \$11,644 in OCCYSC funds for the Minority Initiative Project, a federal grant received through the OCCYSC.

Appropriates \$7,800 Professional Services and \$392 Indirect in YPO Operations for a total of \$8,192 in OCCYSC funds for the Child Care Development Block Grant Project, to adjust to actual grant amounts for this fiscal year.

Year-end housekeeping changes in YPO Operations, adjusting budget to actual projected expenditures include: Personnel reduction of \$6,050 and Professional Services reduction of \$6,000; increases Distribution & Postage by \$5,000, Motor Pool by \$300, Food by \$400, Printing by \$350 and Equipment by \$6,303.

## 3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

Increases Revenue #2104, OCCYSC Federal JJDP Grant, by \$11,644.  
Increases Revenue #2110, OCCYSC Child Care Development Block Grant, by \$8,192.  
Increases F/S Fund Svcs Reimb to GF by \$194.  
Increases F/S Fund Svcs Reimb to Fleet Fund by \$300.  
Increases F/S Fund Svcs Reimb to Distribution Fund by \$5,000.  
Reduces F/S Fund Svcs Reimb to Insurance Fund by (\$629).

BOARD OF  
COUNTY COMMISSIONERS  
1992 JUN - 8 PM 3:27  
MULTNOMAH COUNTY  
OREGON

## 4. CONTINGENCY STATUS (to be completed by Budget &amp; Planning)

Fund Contingency BEFORE THIS MODIFICATION (as of \_\_\_\_\_): \$ \_\_\_\_\_  
(Specify Fund) (Date)

AFTER THIS MODIFICATION: \$ \_\_\_\_\_

Originated By <i>Susan Clark</i>	Date <i>6/4/92</i>	Department Director <i>Arden Craghead</i>	Date <i>6/5/92</i>
Plan/Budget Analyst <i>Calvin D...</i>	Date <i>6/8/92</i>	Employee Services <i>CR...</i>	Date <i>6/8/92</i>
Board Approval <i>Ben A. Parkinson</i>	Date <i>6-18-92</i>		

## EXPENDITURE

TRANSACTION EB GM [ ] TRANSACTION DATE: \_\_\_\_\_ ACCOUNTING PERIOD: \_\_\_\_\_ BUDG FY: \_\_\_\_\_

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1502			5100			(5,020)		Permanent
		156	010	1502			5500			(401)		Fringe
		156	010	1502			5550			(629)		Insurance
											(6,050)	Sub-Total Personnel
		156	010	1502			6110			1,800		Professional Services
		156	010	1502			6120			350		Printing
		156	010	1502			6270			400		Food
		156	010	1502			6310			540		Educ & Training
		156	010	1502			7100			117		Indirect
		156	010	1502			7300			300		Motor Pool
		156	010	1502			7560			5,000		Dist & Postage
											8,507	Sub-Total M&S
		156	010	1502			8400			6,303	6,303	Equipment
											8,760	Total Org 1502
		156	010	1505			6060			11,000		Pass-through
		156	010	1505			7100			77		Indirect
											11,077	Total M&S and Org 1505
		100	045	9120			7608			194	194	Contingency
		401	030	5920			6230			300	300	Fleet
		404	030	7345			6230			5,000	5,000	Dist/Postage
		400	040	7531			6520			(629)	(629)	Insurance
TOTAL EXPENDITURE CHANGE										24,702	24,702	

## REVENUE

TRANSACTION EB GM [ ] TRANSACTION DATE: \_\_\_\_\_ ACCOUNTING PERIOD: \_\_\_\_\_ BUDG FY: \_\_\_\_\_

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1502			2104			567		OCCYSC Fed JUDP Grant
		156	010	1502			2110			8,192		OCCYSC Fed Ch Care Grant
											8,760	Total Org 1502
		156	010	1505			2104			11,077		OCCYSC Fed Ch Care Grant
											11,077	Total Org 1505
		100	010	7410			6602			194	194	Svs Reim to General Fund
		401	030	5920			6602			300	300	Svs Reim to Fleet Fund
		404	030	7345			6602			5,000	5,000	Svs Reim to Dist Fund
		400	040	7531			6602			(629)	(629)	Svs Reim to Insurance Fund
TOTAL REVENUE CHANGE										24,702	24,702	

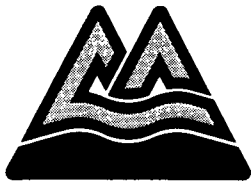
DSS #75

5. **ANNUALIZED PERSONNEL CHANGES** (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

[illegible]

6.	CURRENT YEAR PERSONNEL DOLLAR CHANGES	(Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)
----	---------------------------------------	---

FTE Incr (Decr)	POSITION TITLE	EXPLANATION	CURRENT YEAR			
			Increase (Decrease)			
			BASE PAY	FRINGE	INSUR	TOTAL
0.13	1.0 FTE Evaluation	Specialist vacancy as of 5/15/92	(\$5,020)	(\$401)	(\$629)	(\$6,050)
0.13	TOTAL CURRENT FISCAL YEAR CHANGES		(\$5,020)	(\$401)	(\$629)	(\$6,050)



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
SOCIAL AND FAMILY SERVICES DIVISION  
ADMINISTRATIVE OFFICES  
426 S.W. STARK ST., 6TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3691  
FAX (503) 248-3379

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Gladys McCoy  
Multnomah County Chair

VIA: Ardys Craghead, Interim Director *Ardys*  
Department of Social Services

FROM: Gary Smith, *Director*  
Social Services Division

DATE: June 2, 1992

SUBJECT: Approval of DSS Budget Modification # 75

**RECOMMENDATION:** The Social Services Division (SSD) recommends County Chair and Board approval of the attached budget modification, DSS # 75.

**ANALYSIS:** This "housekeeping" budget modification is part of the year end process to adjust the County budget to current revenue agreements. Approval of this modification will increase the SSD Youth Program Office Operations and Contracts budgets by a net total of \$19,837.

Budget Modification DSS # 75 appropriates \$11,644 in federal funds received via the Oregon Community Children and Youth Services Commission (OCCYSC) for the Minority Initiative project funding the SE Asian Youth Services Project. The goal of the project is to impact the existing Multnomah County disproportionate commitment rate of SE Asian young people to the state training school.

Additionally, this modification appropriates \$8,192 to adjust the Child Care Block Grant to actual grant amount and adjusts various line items to reflect projected actual expenditures for this fiscal year.

**BACKGROUND:** Funding for the above changes is provided via the annual plan with the OCCYSC. The SE Asian Youth Services Project is a one time only grant for the period of April 1, 1992 through December 1992. The Child Care Block Grant, also federal funding, continues through FY 92-93.

(05299202/kt)

Meeting Date: JUN 18 1992

Agenda Number: R-11

(Above for Clerk's Office Use Only)

**AGENDA PLACEMENT FORM**  
(For Non-Budgetary Items)

Subject: Notice of Intent regarding grant application for Gang Transition Services

Board Briefing: \_\_\_\_\_ Regular Meeting: \_\_\_\_\_  
(date) (date)

Department: Social Services Division: Juvenile Justice

Contact: Chris White Telephone: 248 3460

Person(s) Making Presentation: Harold Ogburn

**Action Requested**

☐ Information Only ☐ Policy Direction ☒ Approval

Estimated Time Needed on Board Agenda: 10 minutes

Check if you require official written notice of action taken: \_\_\_\_\_

**BRIEF SUMMARY** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

The Juvenile Justice Division recommends the Board of County Commissioner's approval for a request to proceed with a grant application for the acquisition of \$750,000 in Federal Department of Health and Human Services dollars to enhance services to adjudicated and paroled youth. These dollars, if obtained, will allow for further integration of probation and parole services as mandated in House Bill 3438.

**RATIFIED**

**Multnomah County Board  
of Commissioners**

6-18-92

**Signatures**

Elected Official \_\_\_\_\_

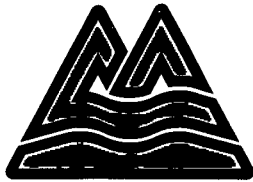
OR

Department Director *Ardey Craghead*

(All accompanying documents must have required signatures!)

BOARD OF  
COUNTY COMMISSIONERS  
1992 JUN - 8 PM 3:27  
MULTNOMAH COUNTY  
OREGON





# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
JUVENILE JUSTICE DIVISION  
1401 N.E. 68th  
PORTLAND, OREGON 97213  
(503) 248-3460

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Gladys McCoy, Chair  
Board of County Commissioners

VIA: Ardys Craghead, Interim Director *Ardys*  
Department of Social Services

FROM: *HO* Harold Ogburn, Director  
Juvenile Justice Division

RE: Notice of Intent for Gang Transition Services with  
the Federal Department of Health and Human Services

DATE: May 27, 1992

RECOMMENDATION: The Juvenile Justice Division (JJD) recommends the Board of County Commissioner's approval for a request to proceed with a grant application for the acquisition of \$750,000 in Federal Department of Health and Human Services dollars to enhance services to adjudicated and paroled youth.

BACKGROUND/ANALYSIS: These dollars, if obtained, will allow for further integration of probation and parole services as mandated in House Bill 3438. The Juvenile Justice Division continues to support an integrated and extensive package of services for all gang involved youth through a coalition based service delivery model. This grant application seeks to combine JJD and community based agencies in an effort to serve adjudicated and paroled youth in a more comprehensive manner.

The proposed project is designed to provide broad based services in neighborhood sites, promote community participation, develop accessible alcohol and drug prevention and intervention services, and serve as a model to be replicated in the next two years.

The application for these Federal monies was submitted on a May 19, 1992 deadline. In an effort to submit the application in a timely fashion this Notice of Intent is currently being processed.

MULTNOMAH COUNTY NOTICE OF INTENT

DATE: May 27, 1992

TO: BOARD OF COUNTY COMMISSIONERS

DEPARTMENT AND CONTACT PERSON: Ardys Craghead, D.S.S./ Harold Ogburn, J.J.D.

GRANTOR AGENCY: Federal Department of Health and Human Services

BEGINNING DATE OF GRANT: September 1, 1992

PROJECT TITLE: Gang Transition Services Project

PROJECT DESCRIPTION/GOALS:

The Gang Transition Services Project will serve 250 gang affected youth annually referred from Juvenile Parole and Probation Services, schools and other community agencies. This community based coalition of service agencies has worked together for two years with gang designated youth transitioning back into the community from state institutions. The project is designed to (1) provide broad based services in neighborhood sites to gang affected youth; (2) promote participation at a community based level; (3) develop accessible drug and alcohol prevention and intervention services; and (4) serve as a model to be replicated in the next two years. The Gang Transition Services Project is a coalition effort between six neighborhood sites to provide services such as, but not limited to, education, family and individual counseling, pre-employment training, and a 24-hour hotline.

		Direct/Indirect	
PROJECT ESTIMATED BUDGET:			
FEDERAL SHARE	\$ 740,372 / 9,628	1.3004	%
STATE SHARE	\$ 0 / 0		%
LOCAL SHARE	\$ 242,531 / 7,469	3.0796	%
TOTAL	\$ 982,903 / 17,097	1.7394	%

EXPLANATION OF LOCAL SHARE: (explain indirect costs, hard-match, in-kind, etc.)

Juvenile Justice Division applies \$137,483 existing County General Fund for a portion of the required 25% match. Providers contribute the remaining \$112,517 in-kind match in staff and support services.

SPECIFY REPORTING AND/OR BILLING REQUIREMENTS OF GRANTOR AND WHO REPORTS:  
FINANCE \_\_\_\_\_ DEPARTMENT x IF DEPT. REPORTS, INDICATE REASONS

Payment is on a reimbursement basis. Juvenile Justice Division will report monthly expenditures for reimbursement.

GRANT DURATION AND FUTURE RATIO: (INDICATE AMOUNT OF COUNTY MATCH PER YEAR)

September 1, 1992 - September 30, 1993

ADVANCE REQUESTED x YES \_\_\_\_\_ NO, IF NOT INDICATE REASON.

PERSONNEL DETAIL

(Use appropriate County  
classification with yearly  
costs.)

FULL TIME

FRINGE

TOTAL

.75 FTE Program Development Specialist

\$17,296

\$7,011

\$24,307

.75 FTE Data Technician

\$17,296

\$7,011

\$24,307

EXPLAIN MATERIALS AND SERVICES AND CAPITAL EXPENDITURES WITH  
TOTAL DOLLAR AMOUNTS

PSA's	\$680,700
Supplies	5,890
Phone	548
Building Managment	1,920
Personal Computer	2,500
Training	200
	<hr/> 691,758

COMMENTS

GRANT MANAGER

Harad Ogilvie 5/29/92  
Signature Date

BUDGET DIVISION

Harad Ogilvie 6/8/92  
Signature Date

FINANCE DIVISION

\_\_\_\_\_  
Signature Date

PERSONNEL DIVISION

\_\_\_\_\_  
Signature Date

DEPARTMENT DIRECTOR

Ardey Prugh 6-2-92  
Signature Date

OMB Approval No. 0348-0043

APPENDIX II  
APPLICATION FOR  
FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED May 19, 1992		Applicant Identifier	
Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE		State Application Identifier	
		4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
E. APPLICANT INFORMATION					
Legal Name: Multnomah Co. Juv. Just. Div.			Organizational Unit:		
Address (give city, county, state, and zip code): 1401 N.E. 68th Avenue Portland, OR 97213			Name and telephone number of the person to be contacted on matters involving this application (give area code): Bill Morris /248-3460		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 93 - 6002309			7. TYPE OF APPLICANT: (enter appropriate letter in box) <input checked="" type="checkbox"/> B A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify)		
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> A. Increase Award <input type="checkbox"/> B. Decrease Award <input type="checkbox"/> C. Increase Duration <input type="checkbox"/> D. Decrease Duration Other (specify):			9. NAME OF FEDERAL AGENCY: Dept. of Health and Human Services		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 93 - 660 TITLE:			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Gang Transition Services		
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.): Multnomah County					
13. PROPOSED PROJECT: Start Date: 9/1/92 Ending Date: 9/30/93		14. CONGRESSIONAL DISTRICTS OF: a. Applicant: First and Third b. Project: First and Third			
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?			
a. Federal	\$ 750,000.00 .00	A. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE _____			
b. Applicant	\$ 112,517.00 .00	b. NO. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			
c. State	\$ .00 .00				
d. Local	\$ .00 .00				
e. Other	\$ 137,483.00 .00				
f. Program Income	\$ .00 .00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation. <input checked="" type="checkbox"/> No			
g. TOTAL	\$ 1,000,000.00 .00				
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED					
a. Typed Name of Authorized Representative Harold Ogburn		b. Title Director		c. Telephone number 248-3460	
d. Signature of Authorized Representative Harold Ogburn				e. Date Signed 5/19/92	

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## BUDGET INFORMATION — Non-Construction Programs

## SECTION A — BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	750,000.00	250,000.00	\$1,000,000.00
2.						
3.						
4.						
5. TOTALS		\$	\$	750,000.00	250,000.00	\$1,000,000.00

## SECTION B — BUDGET CATEGORIES

6 Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$	\$	34,592.00	111,766.00	\$146,358.00
b. Fringe Benefits			14,022.00	40,382.00	54,404.00
c. Travel			200.00	1,139.00	1,339.00
d. Equipment			2,500.00	-0-	2,500.00
e. Supplies			5,890.00	1,073.00	6,963.00
f. Contractual			680,700.00	82,153.00	762,853.00
g. Construction			-0-	-0-	-0-
h. Other			2,468.00	6,018.00	8,486.00
i. Total Direct Charges (sum of 6a - 6h)			740,372.00	242,531.00	982,903.00
j. Indirect Charges			9,628.00	7,469.00	17,097.00
k. TOTALS (sum of 6i and 6j)	\$	\$	750,000.00	250,000.00	\$1,000,000.00
7. Program Income	\$	\$	-0-	-0-	-0-

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**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. GANG TRANSITION SERVICES	\$ 112,517.00	\$ -0-	\$ 137,483.00	\$ 250,000.00
9.				
10.				
11.				
12. TOTALS (sum of lines 8 and 11)	\$ 112,517.00	\$ -0-	\$ 137,483.00	\$ 250,000.00

**SECTION D - FORECASTED CASH NEEDS**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal GANG TRANSITION SERVICES	\$ 750,000.00	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00
14. NonFederal	250,000.00	62,500.00	62,500.00	62,500.00	62,500.00
15. TOTAL (sum of lines 13 and 14)	\$ 1,000,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. GANG TRANSITION SERVICES	\$ 750,000.00	DEPENDING ON FUNDING	\$	\$
17.				
18.				
19.				
20. TOTALS (sum of lines 16-19)	\$ 750,000.00	\$ Depending On Funding	\$	\$

**SECTION F - OTHER BUDGET INFORMATION**

(Attach additional Sheets if Necessary)

See Attached

21. Direct Charges:	22. Indirect Charges:
23. Remarks If questions about budget, please call Marie Eighmey at (503) 248-3460	

		ORGANIZATION NAME	PREPARED BY
OBJECT DETAIL		JUVENILE JUSTICE	CHRISTOR LEWIS
		Fund	Agency 010 Org Date 19-May-92
OBJECT CODE	EXPLANATION	AMOUNT	
5100	TWO PART TIME STAFF PERSONS WILL PROVIDE TECHNICAL SUPPORT FOR THE PROJECT .75 FTE PROGRAM DEVELOPMENT SPECIALIST .75 DATA TECHNICIAN.	\$34,592	
5500	FRINGE BENEFITS	\$7,036	
5550	INSURANCE BENEFITS	\$6,986	
6060	CLIENT SERVICES PROVIDED BY COMMUNITY BASED ORGANIZATIONS (SEE ATTACHMENTS) <i>go to page 34</i>	\$675,000	
6110	CONTRACT PROVIDING EVALUATION SERVICES	\$5,700	
6230	SUPPLIES, COMPUTER SOFTWARE/SUPPORT, DESKS, CHAIRS	\$5,890	
6310	STAFF TRAINING	\$200	
7100	INDIRECT COST .007% FOR CONTRACTUAL SERVICES .0075% FOR PERSONNEL SERVICES	\$9,628	
7150	TELEPHONE EXPENSES FOR POSITIONS	\$548	
7400	BUILDING MANAGMENT EXPENSE	\$1,920	
8400	COMPUTER EQUIPMENT	\$2,500	
TOTAL BUDGET		\$750,000	

MULTNOMAH COUNTY JUVENILE JUSTICE DIVISION (MATCH)

OBJECT DETAIL

5100 Permanent	74,199
5200 Temporary	0
5300 Overtime	0
5400 Premium Pay	0
5500 Fringe	20,123

Direct Personnel Costs	94,322
------------------------	--------

5500 Insurance	13,497
----------------	--------

TOTAL PERSONNEL SERVICES	107,819
--------------------------	---------

6050 County Supplements	0
6060 Pass Through Payments	0
6110 Professional Services	0
6120 Printing	500
6130 Utilities	0
6140 Communications	0
6170 Rentals	0
6180 Repair & Maintenance	0
6190 Maintenance Contracts	0
6200 Postage	0
6230 Supplies	863
6270 Food	0
6310 Education & Training	250
6330 Travel	0
6520 Insurance	0
6530 External Data Processing	0
6550 Drugs	0
6610 Awards & Premiums	0
6620 Sues & Subscriptions	0

DIRECT MATERIALS & SERVICES	1,613
-----------------------------	-------

7100 Indirect Cost	0
7150 Telephone Services	685
7200 Data Processing Services	0
7300 Motor Pool Services	0
7400 Bldg. Mgt Services	2,400
7500 Other Internal Services	0

INTERNAL SERVICE REIMBURSEMENTS	3,085
---------------------------------	-------

TOTAL MATERIALS & SERVICES	4,698
----------------------------	-------

8300 Other Improvements	0
8400 Equipment	0

CAPITAL OUTLAY	0
----------------	---

DIRECT BUDGET	95,935
TOTAL BUDGET	112,517



OBJECT DETAIL		TOTAL	
5100 Permanent	37,567	74,199	111,766
5200 Temporary	0	0	0
5300 Overtime	0	0	0
5400 Premium Pay	0	0	0
5500 Fringe	3,762	20,123	23,885
Direct Personnel Costs	41,329	94,322	135,651
5500 Insurance	3,000	13,497	16,497
TOTAL PERSONNEL SERVICES	44,329	107,819	152,148
6050 County Supplements	0	0	0
6060 Pass Through Payments	0	0	0
6110 Professional Services	82,153	0	82,153
6120 Printing	233	500	733
6130 Utilities	0	0	0
6140 Communications	0	0	0
6170 Rentals	1,600	0	1,600
6180 Repair & Maintenance	0	0	0
6190 Maintenance Contracts	0	0	0
6200 Postage	0	0	0
6230 Supplies	210	863	1,073
6270 Food	0	0	0
6310 Education & Training	360	250	610
6330 Travel	529	0	529
6520 Insurance	0	0	0
6530 External Data Processing	0	0	0
6550 Drugs	0	0	0
6610 Awards & Premiums	0	0	0
6620 Sues & Subscriptions	0	0	0
DIRECT MATERIALS & SERVICES	85,085	1,613	86,698
7100 Indirect Cost	7,469	0	7,469
7150 Telephone Services	600	685	1,285
7200 Data Processing Services	0	0	0
7300 Motor Pool Services	0	0	0
7400 Bldg. Mgt Services	0	2,400	2,400
7500 Other Internal Services	0	0	0
INTERNAL SERVICE REIMBURSEMENTS	8,069	3,085	11,154
TOTAL MATERIALS & SERVICES	93,154	4,698	97,852
8300 Other Improvements	0	0	0
8400 Equipment	0	0	0
CAPITAL OUTLAY	0	0	0
DIRECT BUDGET	126,414	95,935	222,349
TOTAL BUDGET	137,483	112,517	250,000

MULTNOMAH COUNTY JUVENILE JUSTICE DIVISION

OBJECT DETAIL	TOTAL		
100 Permanent	17,296	17,296	34,592
200 Temporary	0	0	0
300 Overtime	0	0	0
400 Premium Pay	0	0	0
500 Fringe	3,518	3,518	7,036
Direct Personnel Costs	20,814	20,814	41,628
500 Insurance	3,493	3,493	6,986
TOTAL PERSONNEL SERVICES	24,307	24,307	48,614
050 County Supplements	0	0	0
060 Pass Through Payments	675,000	0	675,000
110 Professional Services	0	5,700	5,700
120 Printing	0	0	0
130 Utilities	0	0	0
140 Communications	0	0	0
170 Rentals	0	0	0
180 Repair & Maintenance	0	0	0
190 Maintenance Contracts	0	0	0
200 POstage	0	0	0
230 Supplies	2,945	2,945	5,890
270 Food	0	0	0
310 Education & Training	100	100	200
330 Travel	0	0	0
520 Insurance	0	0	0
530 External Data Processing	0	0	0
550 Drugs	0	0	0
610 Awards & Premiums	0	0	0
620 Sues & Subscriptions	0	0	0
RECT MATERIALS & SERVICES	678,045	8,745	686,790
100 Indirect Cost	9,336	292	9,628
150 Telephone Services	274	274	548
200 Data Processing Services	0	0	0
300 Motor Pool Services	0	0	0
400 Bldg. Mgt Services	960	960	1,920
500 Other Internal Services	0	0	0
INTERNAL SERVICE REIMBURSEMENTS	10,570	1,526	12,096
TOTAL MATERIALS & SERVICES	688,615	10,271	698,886
300 Other Improvements	0	0	0
400 Equipment	1,250	1,250	2,500
CAPITAL OUTLAY	1,250	1,250	2,500
DIRECT BUDGET	700,109	30,809	730,918
TOTAL BUDGET	714,172	35,828	750,000

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Multnomah Co. Juv. Just. Div.  
Gang Transition Services

### **PROGRAM STATEMENT**

*Gang Transition Services calls for six neighborhood sites, (three churches, a neighborhood center, and two residential youth care centers to provide a menu of services including: drug and alcohol prevention, intervention and treatment, (residential and out-patient); education; pre-employment training; life skills; family and individual group counseling; emergency services; support services; child care; mentoring; recreation; and a 24 hour hot line. Two-hundred, fifty gang affected youth will be referred to this consortia through Juvenile Parole and Probation, schools and other agencies in a 12 month period. This community based consortia has been successfully working together for two years with gang designated youth coming into the community from the state institutions. The project is designed to (1) provide accessible, broad based services in neighborhood sites, to gang affected youth; (2) promote community participation in resolving a major problem at the grass roots level, and; (3) develop accessible drug and alcohol treatment, intervention and prevention services; (4) serve as a model that may be replicated in other neighborhoods in Portland in the next two years.*

## OBJECTIVES AND NEED FOR ASSISTANCE

### Gang and Drug Problems

Portland, Oregon began experiencing a dramatic rise in gang activities in the late 1980's. The neighborhoods were encountering gang related graffiti, increased violent and gang-related criminal behaviors, and drive-by shootings. Drug trafficking by gang members was occurring, particularly in conjunction with other major cities located off of the Interstate 5 corridor. Seriously threatening this cities "most liveable" reputation, many of the community leaders and politicians wanted to strike fast and try to stop the problem before it got too big.

Portland Police Bureau statistics indicate that at the present time there are in excess of 2,116 gang members and associates as identified by arrests and field reports including both adults and juveniles. Bloods and Crips, (predominantly African American gang sets), make up 83% of the total gang members recorded. These statistics also show that from 1990 to 1991 Asian gang members increased in number by 58.5%. The "others" category for that same time period grew from 10 members to 46 - a 360% increase - primarily accounted for with the inclusion of Hispanic gang members in this grouping. The total police cases with Gang activity increased by 11.7% in 1991, going from 2846 to 3,179. The Gang Enforcement Team, (GET), reported new activities and/or increased trends. Among those were two issues that they noted: 1) the increased migration of gang activities to the suburbs; and 2) increased drug trafficking of out-of-state gang members, and subsequent turf battles with local gang members.

As if the issue of gangs wasn't enough, the 1988 Study of Drug Use by Oregon Public School Students, (a survey of 4,183 students in eight and eleventh grades in 42 schools through-out the state), had pointed out higher rates of drug use by Oregon students than students nationwide. Parents and community members were becoming even more concerned. If the problem already existed, then increased drug trafficking and migration to suburbs could only mean wider spread use.

In addition to this information, a 1990-1991 "Drug Forecasting Study" had shown several rather alarming correlations and findings about youth that were being held in the Multnomah County Juvenile Justice Division detention facility. Out of the 98 youth that were surveyed in the third quarter of 1990, 32 per cent claimed to belong to a gang. Of those 32 per cent, 71 per cent admitted to having sold drugs. This is compared against those youth who did not claim gang affiliation and only 40% of those youth said they had sold drugs. Those youth who reported that they had sold drugs were also much more likely to report drug use in the last 30 days. A strong finding of the whole study was that being part of an intact family was the living situation of the majority of youth who did not claim drug and alcohol use and also did not test positive for use. Living either alone or with friends was the living situation most associated with drug use. Only 11% of the youth in this sample lived in an intact family, (mother and father both present).

#### **Over-Representation of Minority Youth In State Institutions**

Occurring almost simultaneously with the gang issue, the Multnomah County Juvenile Justice Division began recognizing an increasing number of youth being committed to the State Training Schools. More alarming than the total number of youth being committed

was the over whelming number of minority youth it entailed. In particular, there was an over-representation of African American male youth. It was glaringly obvious that the system was either not providing the appropriate types of treatment - or there weren't enough resources available to them. The State Institution had become little more than a "last resort" for youth that had few no, or no options within the community available to them.

### The North/Northeast Community

The North/Northeast area of Portland has been one of the hardest hit of the communities. Many of the youth released from Close Custody beds will be released to this neighborhood. The "Drug Forecasting Study" as referred to above, contained statistics showing that of 98 juvenile arrestees being held in Multnomah County; 50% had been arrested in the North and Northeast precincts. This area; North/Northeast is made up of 12 neighborhoods. The population is 59% black, 47% male, 53% female. According to the 1980 Census, 25% of the people living in this area are at or below 124% of the poverty level.

### Target Population

The group of youth we are targeting with this program are those youth on parole from the state training school. The present parole caseload for the Multnomah County area continues to bear out the issue of over-representation. Of the 254 open cases, 238 youth are male, between the ages of 13 and 20. Fifty-eight per cent of these youth are minority youth - they are African American, (124), Asian, (13), Latin American, (8), and Native American, (8). Ninety - two youth are actually designated as "gang" youth, and 146

youth are designated as "sensitive"; meaning that the youth had charges of "person to person" violent crimes, sex crimes or arson.

In the State of Oregon, Children's Services Division has acknowledged that at least 49% of youth in the training schools committed for C Felonies or misdemeanors have a recognized history of significant alcohol and drug problems. The problem is so great - that there is a waiting list for youth to get into the specialized Alcohol and Drug program located at the State Training School. Youth who get committed must "do their time" on regular units until there is an opening.

Statistics and numbers are only a part of the real problem. Angry and frustrated neighborhoods; families and siblings who don't clearly understand what has come between them and their loved ones; young people who are sick and tired of not belonging anywhere in the community - these are the problems that can't be easily measured. Many of the youth involved in the Juvenile Justice Division lack strong family support systems and positive male role models. These are also the same youth that are not actively engaged in the Public School systems - these youth have been suspended or are involved in "alternative education" programs if engaged at all. Because they are not participating in many of the mainstream programs - they lack a connectedness to the community. These youth are growing up in a community where the majority of what they see is poverty; drug and alcohol abuse ; crack houses and distribution of illegal drugs; high crime rates; etc.



Programs to address these issues in North/Northeast Portland have sprung up over the last few years from police, juvenile probation, juvenile parole and a host of others, with a goal of resolving underlying issues of; drugs, alcohol, high drop-out/involvement in alternative educational programs, unemployment, and the lack of personal management skills.

However, in the face of decreasing resources and increasing needs, agencies and programs are looking for ways to more efficiently organize and utilize those resources that are available. In addition, the need for services the work with culturally diverse groups in a must.

## RESULTS AND BENEFITS

### Goals

The major goals of Gang Transition Services will be to:

- 1) Reduce the number of delinquent activities of the youth it serves;
- 2) Promote community participation in managing gang affected youth;
- 3) Reduce drug trafficking and the number of youth using drugs and alcohol;
- 4) Replicate this community based aspect/consortia in other areas of Multnomah County.

Gang Transition Services will assist 250 youth in the first year. Parole youth transitioning out of the State Training School will be targeted as the primary client, but it is a high priority for these agencies that youth and families not be refused services on the basis of their involvement with the juvenile justice system. The youth served will all be gang impacted. They may be "at risk" of gang involvement; involved or associated with gang members or gang activity; adjudicated on actual gang crimes; or simply residents of an area of high gang activity. Gang Transition Services presently helps a majority of minority youth and families. This group will continue to be the center of concentration. Finally, these youth will be drug and alcohol impacted either personally, within their families, or in their communities.

### Comprehensive Services

Youth will benefit from receiving a holistic and "comprehensive" package of services. Among the services this coalition plans to provide are the following: alcohol and drug

prevention, intervention and treatment; education and GED services; pre-employment training and access to employment; family, individual and group counseling and support groups; recreational activities; emergency services - i.e. clothing, food, temporary shelter, etc.; positive role models; and skill development for daily living. These services touch on the critical areas of need for many of the youth "at risk" of or involved in the juvenile justice system. The coalition will refer youth to those providers that are most appropriate to treat the youth and family.

### A Continuum of Services

An important expected advantage of this project is the expansion of the continuum of services it offers. There are strong programs in place at the State Training School. With the on-going contact the coalition will have with State parole staff; treatment and programming started in the institution will be continued, reinforced and monitored after release by these agencies. The coalition can take advantage of the close custody stabilization by working intensively with the youth, particularly in the first three months of release. Youth can immediately be programmed and monitored so that they continue to move forward in the treatment process. The involvement of the coalition will definitely increase the over-all intensity of the supervision of the youth as well. Now instead of one parole officer, a "committee" will assist with a plan, and several community members will participate in monitoring the youth. The majority of the program providers reside in the affected area. Increased interaction with clients is a natural and welcome byproduct. This will expand youths' "after hours" supervision and provide added role models.

This project has been in operation for two years as a result of Legislative allocation and funding. This request will go toward maintaining and expanding present services. In addition to the educational programming that is being provided at three sites, (King Facility, Yaun and MYCAP); Oregon Outreach would also set up programs at St. Mark's, Mt. Sinai, and Emmanuel Temple. Access to residential beds, (both gang specific and alcohol and drug specific) would be increased by a total 6 slots. Drug and alcohol outpatient services would also be expanded to the three churches as listed above. Access for youth to all services would be considerably enhanced. We believe that the more barriers that are overcome for these youth, the more likely they will be to attend and complete treatment.

#### Expanded A & D Services

The expansion of drug and alcohol services that we propose should do much to reduce the number of youth who continue to experiment with and/or those that become increasingly involved with alcohol and drugs. In addition, the intervention and treatment will reduce the number of youth that will continue to abuse drugs and alcohol. Treatment will begin to allow those youth with issues of addiction, to learn the necessary tools and skills to live drug and alcohol free on a daily basis. The North/Northeast community lacks residential alcohol and drug treatment that is culturally specific. The two beds will allow some relief for youth in crisis. The stabilization period that residential treatment allows will enhance a youth's chances of being more successful in subsequent out-patient treatment.

Through parental involvement, we will increase the amount of knowledge parents and significant other have about the formation of gangs. This coalition would be available to

answer parent and community questions about youths involvement in gangs.

Presentations and workshops will continue to be provided. Early identification and intervention with youth who display gang tendencies will increase the subsequent success of services. Families will receive individual support as well, regarding their childs involvement. The program will not only support families, but offer coping skills, education and skill development in parenting.

### Evaluation Tools

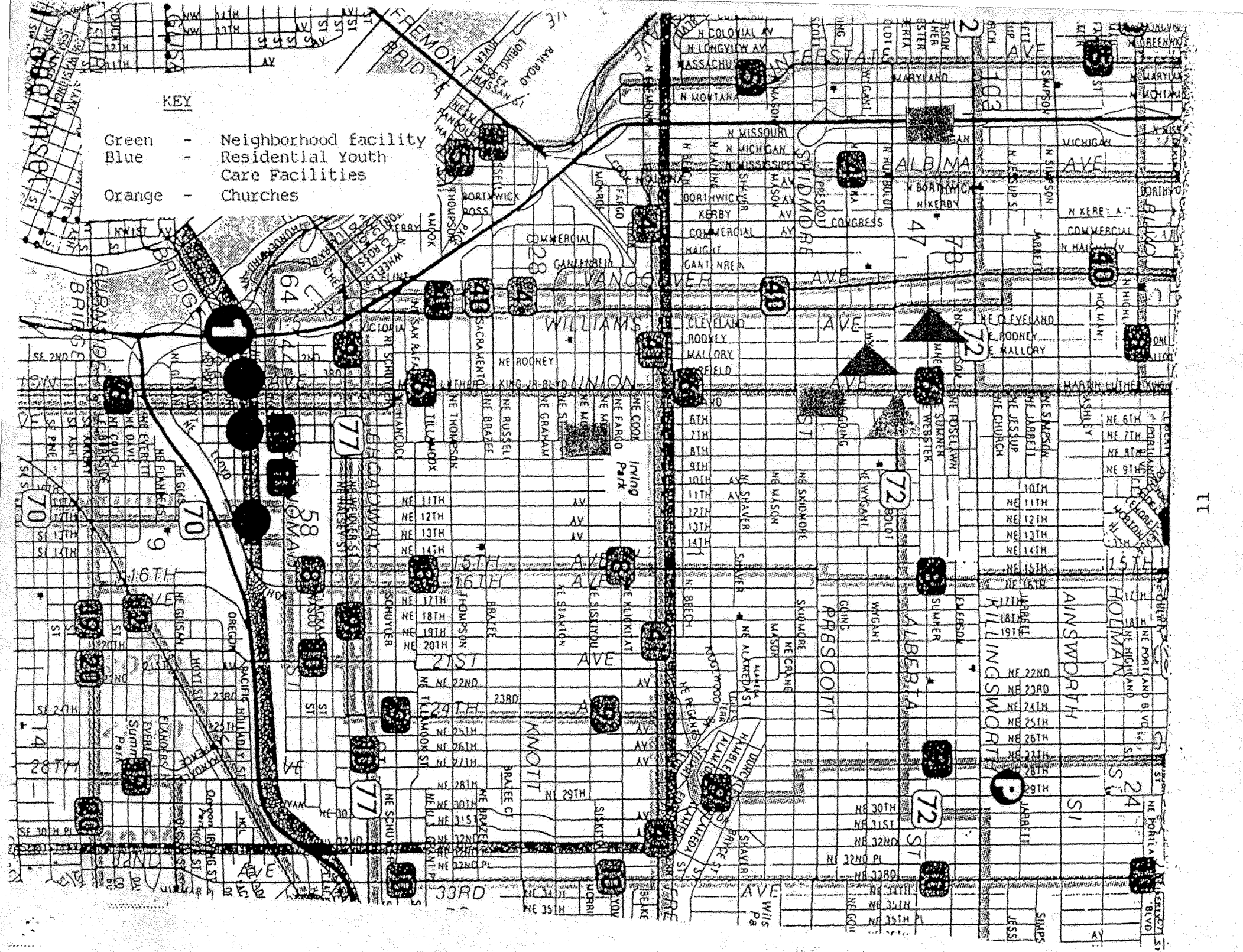
The coalition will have as an outcome, a modified client tracking system. Many of the coalition members presently use a Client Tracking System known as "CTS". This instrument, (see addendum "A" in attachments), provides important demographic information about youth as well as capturing those services provided to youth. However, it's limitations are when one tries to use this system to compare youth from other programs. The system does not have a "unique" way of identifying a youth so you cannot track a youth through the various systems. We would like to look at developing a more efficient software package that would meet the various reporting requirements the Division has, while at the same time allow all agencies to have more information about how those services impact the youth. We need a means to look at recidivism; where and what kinds of services each youth receives; what impact those services had on the youth; whether or not that child returns to the criminal justice system; whether the following crimes committed are more serious or less serious; etc.

In addition to the benefits and expected results as listed above, the project expects a variety of many others. We postulate that within the targeted North/Northeast

community, that this program will decrease the total number of youth involved in gang activities. We conclude that by increasing a youths skill levels in the desired manner, we can move a child ever closer to the ultimate goal of living crime drug free within their communities. If the program accomplishes what we believe it will, we would like to replicate it in our Southeast community.

# KEY

- Green - Neighborhood facility
- Blue - Residential Youth Care Facilities
- Orange - Churches



## APPROACH

This project calls for six neighborhood sites in Northeast Portland (three churches, a neighborhood center, and two residential youth care centers) to provide a menu of services including drug and alcohol treatment (residential and out-patient), education, pre-employment training, life skills, family, individual and group counseling, emergency services, support services, child care, mentoring, recreation and 24 hour hot line. Two hundred fifty gang affected youth will be referred to this consortia through Juvenile Parole and Probation, schools and other agencies in a 12 month period.

This community based consortia has been successfully working together for two years with gang designated youth coming into the community from the state institutions. The consortia uses a combination of parole officers, professional child care workers, drug and alcohol specialists, education/employment specialists and a host of volunteers and paid staff from the three churches involved in the project.

The project is designed to (1) provide accessible, broad based services at user friendly sites in the neighborhood to gang affected youth, (2) promote community participation in resolving a major problem at the grass roots level (3) develop accessible drug and alcohol assessment, intervention prevention and treatment programs in North/Northeast area, and (4) serve as a model that may be replicated in other neighborhoods in Portland in the next two years.

### Early Treatment Planning at Institution

Youth referred to the consortia from parole will be identified shortly after they are



committed to the state training schools. Through Close Custody Review Board Meetings, held twice a month contact with parole officers, and collateral contacts with the Juvenile Justice Division's Liaison Officer, these youth will have treatment plans developed to match their needs of the youth during their stay in close custody.

Transition programs will be developed early in the youth's close custody program, so all interested parties...family, community based programs, parole officers, and most importantly, the youth, will understand what tasks will need to be achieved while the youth is on parole. With the 'user friendly sites' that are accessible and with broad ranging services, client specific treatment will be available to each youth in his own neighborhood.

#### **First Days of Parole Critical**

For many parolees, the first six weeks in the community are the hardest. After being confined, many have inclinations to try and make up for lost time, and involve themselves in partying, drugs and alcohol, and frequently criminal behavior during their first days away from the institution. It is this period of time that needs to be most seriously addressed.

The transition of these youth into the community should be the time when all the resources supporting the youth should be at their strongest. Parole Officers, mentors, family, and all other support systems should provide immediate access to programs to keep the youth in the community.

The ideal transition program for a youth would begin several months before he is to be

released. Issues he will need to work on in the community should be identified. If the youth can return to his family, drug and alcohol support systems should be tailored to his needs and ready for implementation immediately upon his release. If the youth cannot enter public schools, the alternative school or educational plan should be prepared and be ready for implementation the day he comes out of the institution. The critical aspect of this program will be the seamless transition of the youth into the community, so there is no downtime, waiting for a program to open, or waiting for an application to be processed. Parole officers may need to have the youth prepare any paperwork necessary while he is still in the institution, instead of waiting for him to come out.

The best way to do this is meetings of all the participants well in advance of the youths release into the community, so everyone has an understanding of what will be expected and so the youth is not left with idle time in those initial weeks.

### Consortia Programs

Programs and activities that can be made available to youth in this consortia are:

Yaun Home and MYCAP will each provide residential youth care centers for youth who are unable to return to their own family homes upon release to the community. These placements will be two of the six sites mentioned above where a menu of consortia services will be available, in addition to residential care. All of the services of the consortia will be made available to all the members of the group. A 24 hour hotline will be managed collectively by the group but will be operated out of the residential care centers.

Through Mainstream drug assessment, intervention, prevention, and treatment can be provided to any youth needing such programs. Services will be provided at all six of the

consortia sites.

Through DePaul in-patient and day treatment programs for adolescent drug and alcohol users are available, as well as aftercare.

Through Emmanuel Temple, Mt. Sinai Baptist and St. Mark Baptist Churches, the youth, his family and significant others can receive a wide array of individual and family counseling, life skills, emergency services, support services, child care, and mentoring. Recreation programs will also be made available through the volunteer services of the churches and activities and outings will be a regular part of the program.

Through Oregon Outreach a youth who is not eligible for public school or alternative school may receive educational services at any of the six sites of the consortia. Employment and pre-employment services will enable youth to prepare for the workforce, then achieve the necessary levels of competence to search for a job, and be employable and ultimately successful as an employee.

All programs and treatment strategies will be part of a written treatment plan developed before the paroled youth is released from the institution. The plan can be altered, but must be monitored by the parole officer, who ultimately is responsible for decisions about bringing the youth before the court for parole violations if necessary. To augment the collaboration and coordination of this consortia, meetings will be held twice a month to discuss administrative and program issues.

Each agency will provide the Juvenile Justice Division with on-going reports, specifically in the "client tracking system" format. In addition, these organizations are required by their funding agents to keep other documentation on these youth as well. In a modified system that this coalition will help mold, we will track demographics, services received and after modification, the impact these services have on the youth. The Division will also contract with a local university for consultation.

Youth on parole is the major priority of this program, but to make it work the family, siblings and others close to these youth must also have access to support in helping the youth find his way in the community. In gang affected communities, the line between being a gang member or not is a hazy and uncertain boundary. It is imperative for the entire community to face the issues gangs and drugs present and to not hide from the problems they create. These programs should not be solely for youth who have been adjudicated, but for everyone who has gang and drug related issues in the community.

This is a program designed for the neighborhoods and community it serves. The participants in this program are active members of community, involved in other projects that are striving to uplift the North/Northeast community and the people who live there. The large majority of youth impacted by this project are of African-American heritage. The consortia members are either African-Americans, interested in bringing a positive spirit to the youth of their community, or culturally sensitized European-Americans who have considerable experience in the North/Northeast community, either as service providers or residents.

## **STAFF BACKGROUND AND ORGANIZATION'S EXPERIENCE**

Multnomah County Juvenile Justice Division provides the state mandated services of a Juvenile Department and a secure detention facility, The Donald E. Long Home.

Multnomah County Juvenile Justice Division presently has over 190 staff and a budget that in the last year exceeded 9 million dollars. The Division activities are overseen by the Director, Mr. Harold Ogburn. Mr. Ogburn reports to the Director of the Department of Social Services. The Board of County Commissioners has direct oversight of the Department of Social Services. The program development component of this grant will be supervised by the Manager of Counseling and Court Services, Dwayne McNannay. Contracting and fiscal elements will be supervised by the Resource and Development Manager, Lorenzo Poe. Research and program tracking services will be under the supervision of the Information Systems Manager, Jann Brown. The Division will contract with the community providers to furnish the services as described in this grant.

The Multnomah County Juvenile Justice Division is on the forefront of the gang phenomenon; providing new programs as the trends of gangs emerge and change. We presently have several gang specific components:

**Gang Resource Intervention Teams**, (Northeast/Southeast - partially funded by Bureau of Justice Administration dollars through State allocation): Gang specific probation units that are solely dedicated to youth who have committed gang related offenses. The staff's knowledge and immediacy of intervention allows them to be considered a primary resource in the

community. Street Law, (law related educational programming), is also offered to gang youth in a 12 week course.

**Assessment, Intervention and Transition Program:** A 30-day secure residential program which targets gang involved youth. This program provides intensive assessment and skill building services as well as transition services upon a youth's release. This program is for youth prior to commitment to the state training school.

**Gang Influenced Female Team:** Provides for female specific gang intervention services for gang affected young women and their babies. Funded by a grant through the Office of Juvenile Justice and Delinquency Prevention, this program specifically contracts with three community providers for services. These three major components are: a women's collective model, a family support element, and a collaborative crisis intervention piece.

**Drug and Alcohol Services:** The Division has entered into a public agency/private agency approach in bringing drug and alcohol assessment and intervention services into the facility for the youth. Because so many of the gang involved and affected youth have drug and alcohol issues, this partnership has proven quite beneficial because of the immediacy of accessing the services.

The Division has a clear history of serving gang youth. It also has a growing credibility within the community and an expanding network of agencies it contracts with to provide direct services. Partnerships, and joint planning are evident in the Division's participation in: Northeast Rescue Plan Action Committee; the Youth Employment Empowerment Coalition; the Youth Action Plan, (a comprehensive plan for services to youth), the and numerous other committees and board. Staff participate on an on-going basis in planning and informational exchange with: law enforcement agents, school staff, community leaders, service providers, etc.

The community organizations that are central to this grant have included resumes from their directors or of key staff members. In addition, an agreement that describes both the services provided by each and a statement of organizational capability is included.

## RESUMES

### **Harold Ogburn, Director Juvenile Justice Division**

B.S.	University of Oregon, Psychology, 1962
M.S.	University of Oregon, Psychology, 1964
1964-68	Counselor, Multnomah County Juvenile Court
1968-74	Casework Supervisor, M.C. Juvenile Court
1974-76	Intake Supervisor, Children's Services Division
1976-Present	Director, M.C. Juvenile Justice Division

### **Dwayne MacNanny, Deputy Director Juvenile Justice Division**

B.S.	Oregon State University, Economics, 1966
M.S.W.	Portland State University, 1973
1966-68	Caseworker, Public Welfare
1968-73	Counselor, Multnomah County Juvenile Court
1973-76	Coordinator, Youth Service Centers, City of Portland
1976-Present	Deputy Director, Mult. Co. Juvenile Just. Div.

### **Lorenzo T. Poe, Jr., Manager Juvenile Justice Division**

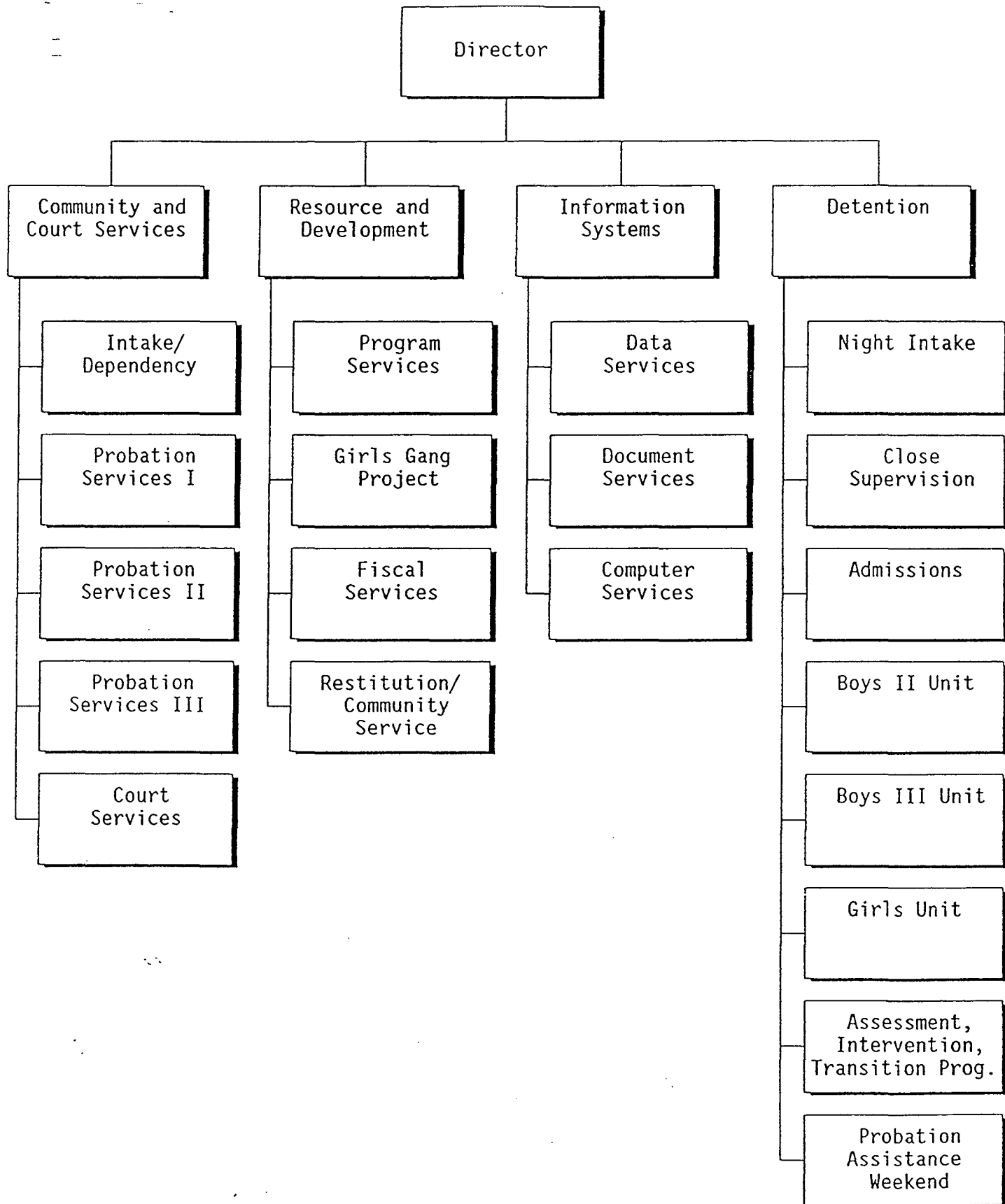
B.S.	Oregon State University, Public Admin. 1974
M.P.A.	City University, (Vancouver, WA), 1978
1983-84	Admin. Asst. to Director, Mult. Co. Juvenile Justice Division, (MCJJD)
1984-88	Program Supervisor, Employment and Community Serv. (MCJJD)
1988-Present	Manager, Resource & Development, MCJJD

### **Jann Brown, Manager Juvenile Justice Division**

B.S. (Credits toward M.B.A.)	University of Illinois, Civil Engineering University of Tennessee, Chattanooga University of Tennessee, Knoxville
1989-90	Program Supervisor, Multnomah County Juvenile Justice Division
1990-Present	Manager, Information Systems



MULTNOMAH COUNTY  
JUVENILE JUSTICE DIVISION  
ORGANIZATIONAL CHART NOVEMBER 18, 1991



# Dr. Joe S. Hardie

## QUALIFICATIONS PROFILE

Record of accomplishment in ministerial work spans 13 years and includes expertise in the following:

- Preaching and Bible instruction
- Youth outreach/employment programs
- Church administration (fiscal management)
- Evangelical outreach (revivals, public relations, radio publicity, events planning)
- Community assistance program management
- Fund raising (public and private sources)
- Coalition building and political work
- Seminary education leadership
- Work with gang members and their families, at-risk youth, etc.

Through extensive community involvement, have amassed accomplishments too numerous to list in full. One honor was election as first Black charter President of the International Kiwanis Club (East Bayshore, California). Marched with Reverend Jesse Jackson in anti-drug march in Portland, 1988.

## EDUCATION

Doctor of Divinity Degree, 1988  
UNITED THEOLOGICAL SEMINARY [Louisiana]

Master's Degree in Religious Education, 1986  
UNITED THEOLOGICAL SEMINARY [Louisiana]

Bachelor of Arts Degree: Bible Theology, 1979  
[Minor: Business]  
SAND JOSE BIBLE COLLEGE [California]

Associate in Arts Degree: Business, 1971  
COLLEGE OF SAN MATEO [California]

Additional Studies: Western Conservative Baptist, American Baptist,  
and Fuller Theological seminaries, 1979-1983.

## PROFESSIONAL HIGHLIGHTS

1979-present	ST. MARK BAPTIST CHURCH	Portland, OR
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### Pastor

Provide ministerial leadership to urban congregation, presenting services and Bible study classes, and officiating at special ceremonies. Have developed programs for youth, the hungry, and other disadvantaged members of the community. Direct fiscal operations of the church,

membership, program implementation, and more.

Serve on Albina Ministerial Alliance (four years as President); Portland District Sunday Schools; B.T.U.; Usher's Congress (past President); Union District Baptist Association (Program Chair); State Sunday School (Dean); and St. James Lodge/32nd Degree Masons (member). Also Vice President of General Baptist Convention of the Northwest. Attend numerous conventions nationwide as a part of these pastoral and community affiliations.

#### Accomplishments

- \* At the time of my arrival, church was in fiscal chaos; within two years, was able to triple membership (increasing revenues) and develop programs to continue growth. By the end of third year, had paid off church mortgage, refurbished premises, and acquired rental property to supplement revenues and provide low-income housing.
- \* As the President of Albina Ministerial Alliance (four years), supervised a \$3.2 million annual budget and performed all administrative duties concerning program affecting the entire North and Northeast areas of Portland. Programs included Headstart, Emergency Services, family care, self-enhancement, housing, and more.
- \* Was chosen to preach in National Baptist Convention of America, Inc., held in Kansas City (1982).
- \* Spearheaded program through Albina Ministerial Alliance to provide youth employment through a federally funded pilot program. Worked closely with a Congressman to develop program and obtain funding.
- \* Was appointed to serve on the National Permanent Organization Committee for National Baptist Convention (1985). Also serve as Dean of the Pastor's Conference of this body and as Recording Secretary of the National Benevolent Board of NBCA.

1990-present

CCC, INC.

Portland, OR

#### Director

Manage operations of this agency that provides counseling and support services to gang members, at-risk youth and their families. Currently serve 16 girls, 12 boys and their families. Supervise case managers and counselors and provide overall program management.

#### AFFILIATIONS/ACTIVITIES

Vice President, Pacific Northwest Billy Graham Crusade...Member, Board of Directors, HIV Prevention Committee...Member, Board of Directors, One Church, One Child Adoption...Trustee, United Theological Seminary and Bible College (Monroe, Louisiana)...Member/Coordinator, Retain Martin Luther King, Jr. Boulevard Steering Committee.

#### PERSONAL INFORMATION

Born 11/2/44...Married, five children...Excellent Health...U.S. Citizen.

Resume of:

REBECCA J. BLACK  
2152 NE Wasco St.  
Portland, OR 97232  
(503) 287-6112  
(503) 287-0823

Education:

Social Work Sequence 1978, 1984

Idaho State University  
Pocatello, Idaho

Business Administration  
Completion Date: August, 1991

Warner-Pacific College  
Portland, Oregon

Professional Experience:

Oregon Outreach, Inc.  
Portland, Oregon

July, 1988 - Present

Nero & Assoc., Inc.  
Portland, Oregon

May, 1985 - Oct., 1989

Synthesis, Inc.  
Pocatello, Idaho

June, 1986 - May, 1988

Idaho Task Force on Child Sexual Abuse  
Pocatello, Idaho

1982 - 1988

All 'bout Children's Services  
Pocatello, Idaho

1984 - 1985

Adoptions In Idaho  
Pocatello, Idaho

1980 - 1982

Idaho Youth Ranch  
Pocatello, Idaho

1979, 1984

Bannock Shoshone Tribal Group Home  
Fort Hall, Idaho

1976, 1979

Oregon Outreach: Responsible for program development for social service agency which serves at-risk youth. Secure funds, supervise staff and overall operations. Provide direct services to youth. Currently contracted to provide Education/Employment services to all gang identified youth transitioning back into the community from state training schools.

Nero & Assoc.: I provided recruitment and placement services for the federal Job Corps program. Counseled disadvantaged youth in seeking appropriate avenues to attain goals. Assisted in establishing goals. Worked closely with them toward job or school placement after the training. Exceeded all assigned goals during my employment.

Synthesis, Inc.: Served as vice-president of this counseling, training, and employment organization developed by myself and a partner. We were the first organization outside of the government to be awarded a contract for providing youth services for high school dropouts.

Idaho Youth Ranch: Provided direct counseling services to twelve female residents of a group home. Duties included developing education programs, job development and recreation therapy.

Bannock Shoshone Tribal Group Home: Provided counseling to twelve co-ed residents of Tribal Group Home. Duties included therapeutic recreation, job development, school liaison and court advocate.

Task Force on Child Sexual Abuse: Provided counseling to female victims of child sexual abuse. Required working primarily with the victims, but also with those parents who were not incarcerated.

All 'bout Children's Services: I was assistant director of a region-wide child care program. I developed and implemented training for child care providers, administered the federal child care food program, and managed a federally funded latch-key program.

Adoptions In Idaho: Served as a relinquishment counselor. Provided counseling to pregnant women who had opted to relinquish child for adoption.

Non-remunerated Professional Experience  
Pocatello, Idaho

Bannock County Planning and Zoning Board Chair	1985, 1988
Aid For Friends Shelter, Founder & Board Chair	1984, 1986
School Counselors Advisory Board, Chair	1983, 1985
District Health Dept., Family Planning Advisory Board, Chair	1983, 1984
Families Through Adoption, Founder and Chair	1982, 1985
Salvation Army Advisory Board, Chair	1986, 1988

Portland, Oregon

Portland Youth Gang Task Force Advisory Committee Member  
North/Northeast Jobs Committee Member  
Mainstream Drug & Alcohol Treatment, Board Member  
Children Services Division Transition Team

Honors

Listed in Outstanding Young Women in America. 1983  
Listed in Who's Who in the American West. 1988  
Received Woman of Distinction Award from Soroptimist International of Idaho for 1984 - 1985  
Oregon Peace Institute Annual Peace Award, 1990

RESUME  
Helen Richardson

2127 S.W. Sandlewood Pl.  
Gresham, Or. 97080

Phone: Hm (503) 666-6420  
Wrk (503) 234-3400

EDUCATION AND CERTIFICATION

- 1963 B.S. Psychology University of Illinois Magna Cum Laude
- 1963- All work but thesis for M.S. Psychology University of  
64 Minnesota
- 1974 Social Worker Certificate State of Michigan
- 1976 Midwest Institute of Alcohol Studies
- 1977 Women in Treatment Workshop State of Michigan
- 1978 Certified Alcoholism Counselor State of Michigan
- 1982 New Perspectives on Youth Treatment NIAAA and NCAE
- 1982 Training of Trainers State of Oregon
- 1984 Supervision Workshop State of Oregon
- 1985 Assessing Adolescence with Alcohol and Drug Problems  
Johnson Institute
- 1989 Treating the Alcoholic, ACOA & Family Dr. Stephanie  
Brown Northwest Family Training Institute
- 1989 Southeast Asian Training: Counseling & Treatment from  
Cultural Insights and Perspectives
- 1991 Make It Work! Part 1 - Planning for Prevention, Office  
of Substance Abuse Services
- 1991 Make It Work! Part 2 - Valuing Cultural Diversity,  
Office of Substance Abuse Services
- 1991 Cross Cultural Training State of Oregon

WORK EXPERIENCE

- 1980- Executive Director Mainstream Youth Program, Inc.  
on Adolescent Alcohol/Drug Outpatient Treatment and  
Education/Prevention Agency
- 1980 Prevention Specialist Mainstream Youth Program, Inc.
- 1978- Acting Executive Director Saginaw County Information  
79 Center on Alcoholism Saginaw, Michigan
- 1978- Part-time faculty member Delta College University  
78 Center, Michigan
- 1975- Counselor-Educator Saginaw County Information Center on  
78 Alcoholism Saginaw, Michigan
- 1973- Counselor-in-Training Saginaw County Information  
75 Center on Alcoholism Saginaw, Michigan
- 1972- Assistant teacher Humanities Class Saginaw Valley  
73 State College Saginaw, Michigan
- 1970- Volunteer Saginaw County Information Center on  
73 Alcoholism
- 1964 Kindergarten Teacher Keesler AFB Mississippi

PROFESSIONAL ACTIVITIES AND ASSOCIATIONS

Member Children and Youth Work Group appointed by Multnomah County Commissioners 1989-91  
Member State of Oregon Adolescent Treatment Task Force 1989-90  
Member Multnomah County Alcohol and Drug Program Technical Advisory Panel for Treatment Services to Black Youth 1989  
Co-Chair African American Youth Alcohol and Drug Services Coordinating Committee 1989  
Chair Portland Area Alcohol and Drug Program Managers Association 1986-88, and Charter Member  
Member Prevention/Intervention Committee and Task Force 1981-1985  
Chair Portland Public Schools Alcohol and Drug Task Force 1989  
Member Portland Public Schools Alcohol and Drug Task Force 1983-85 and Chair-Elect 1988-89  
Member Portland Public Schools Student Services Advisory Committee 1991-92  
Chair Tri-County Youth Services Consortium Advisory Committee 1984-86 and Charter Member  
Presenter National Judges Association Conference 1983  
Presenter Oregon Institute on Alcohol Studies "Assessing and Treating the Adolescent" 1984 and 1985  
Presenter Oregon Prevention Conference "Developing Student Assistance Programs in Alternative High Schools" 1988  
Co-developer and Presenter "Assessing the Chemically Dependent Adolescent" and "Treating the Chemically Dependent Adolescent" for the State of Oregon 1984-89  
Presenter National Treatment of Adolescents with Alcohol, Drug Abuse, and Mental Health Problems Washington DC 1989  
Member United Way Executive Directors Association  
Member Oregon Council on Alcoholism 1981-1987  
Member Oregon Association of Community Alcohol Program Directors 1980-1985  
Member Oregon Council on Alcoholism 1981-1987  
Member Alcoholism and Drug Abuse Program Directors Association 1989 to present  
Member Northeast Rescue Plan Action Committee 1990 to present  
Member National Adolescent Treatment Consortium 1991  
Member United Way Agency Relations Committee  
Member United Way Allocations Review Committee 1983-84  
Member United Way Community Organization and Fund Distribution Committee 1991 to present  
Member United Way Community Investment Fund Policy Development Committee 1991-92  
Member United Way Evaluation Development Committee 1991-92  
Chair Tri County Youth Services Consortium Training Committee 1991-92  
Charter Member Northeast Rescue Action Plan Committee 1990 to present  
Member Juvenile Justice Division Detention Operations Committee 1991 to present

## RESUME

Donald T. Frazier

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4329 N.E. 38th  
Portland, Oregon 97211  
(503) 287-1043

Professional: Senior Pastor with national evangelism targeted in inner cities. Development of family and parent education aimed at strengthening families.

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### Education

Interstate Baptist Seminary 1983  
Golden Gate Extension, Portland, Oregon

### Pastoral ministries:

Studies included planning worship services, preparing sermons, conducting the ordinances, counseling persons in trouble, enlisting and training lay workers.

Western Conservative Baptist Seminary 1988 - Present

Master of Divinity: Portland, Oregon

Education aimed at building necessary skills for church ministry in six areas: Pastoral, world ministry, educational, counseling, general or specialized.

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Licensed Minister: March 9, 1980

Mt. Sinai Community Baptist Church

Portland, Oregon

Leading public worship, preaching, teaching, organizing activities for families and youth in the community.

Ordained Minister: December 11, 1983

Assistant Pastor, responsibilities included general pastoral duties for congregation under supervision of Senior pastor. Additional responsibilities included, performing marriages and funerals.

Senior Pastor:

Installation July 3, 1988

Mt. Sinai Community Baptist Church

Overall pastoral responsibilities and community service.

Director:

Bridge Program

Implemented outreach program aimed at reaching gang affected youth and their families. High risk and at risk youth referred to program by State of Oregon, Juvenile court, local high schools, and community.

Mt. Sinai Community Baptist Church was incorporated November 2, 1952. Pastor Frazier is the fourth pastor since its incorporation.



DONALD T. FRAZIER

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4329 N.E. 38th  
Portland, Oregon 97211  
(503) 287-1043

Professional     An administrative postion where 12 years experience  
in public sector employment with consistently  
increasing responsibilities will be applied.

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Education        Continuing education has included completion of:  
Crisis intervention program....Confrontation and  
Conflict training....Parent training workshops....  
High impact intervention training....Crosscultural  
taining workshop....Child abuse training workshops...  
Department of Human Resources Management Training..  
MARYLHURST COLLEGE, Marylhurst, Oregon - 1984  
  
MT. HOOD COMMUNITY COLLEGE, Gresham, Oregon  
Major - Social science - 1972  
  
LINCOLN HIGH SCHOOL, Portland, Oregon  
1970 Graduate

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Professional     Childrens's Services Division, State Of Oregon  
History           MINORITY LIAISON Region I

10/85            Act as Liaison for the division with represenitives  
in the black, indian, and refugee community.  
Meet with advisory committees representing minority  
populations in Multnomah, Clackamas, Washington,  
and Columbia counties. Consulting and exchanging  
information for the purpose of training division  
employees and monitoring the divisions compliance  
with state laws in regards to services provided  
to minority clients. To insure cultural sensiti-  
vity in areas of policy, practice, and procedures  
within the division. To consult with the divisions  
administration, social workers and advisory comitt-  
ees where there is a potential for conflict.  
Monitor child care and other human service provd-  
ers contracting with the division to provide  
human services to clients. Network with community  
based organization in a effort to developpe and  
maintain resources.

CURTIS KIMBROUGH  
1706 Junior  
Portland OR 97206  
(503) 289 - 4128

EDUCATION:

- 9/83 - 6/87 GEORGE FOX COLLEGE  
Newberg, Oregon  
Sociology Major; B.A. 1987
- 9//78 - 6/81 GEORGE WASHINGTON HIGH SCHOOL  
Indianapolis, Indiana  
General Studies; graduated 1981

EXPERIENCE:

- Presently EMMANUEL COMMUNITY GENERAL SERVICES INC.  
Portland, Oregon  
Executive Director,  
Responsible for Administrative and  
Programmatic operations.
- 1/88 - 2/91 MULTNOMAH COUNTY SOCIAL SERVICES DIVISION  
Portland, Oregon  
Case-Manager Assistant  
Assisted Case-Manager with client case  
load, transporting, relocating,  
monitoring and various duties as  
assigned.
- 9/87 - 1/88 MULTNOMAH COUNTY SOCIAL SERVICES DIVISION  
Program Development Specialist  
\* Wrote reports and statistics for the  
Youth Program Office.
- 6/86 - 8/87 PORTLAND PARKS BUREAU  
Park Director  
\* Maintained operation of Woodlawn Park.
- 6/86 - 6/87 MULTIPLE SCLEROSIS FOUNDATION  
Newberg, Oregon  
Therapist, Volunteer  
\* Assisted in hydrotherapy for patients  
at the Newberg swimming pool.

Curtis Kimbrough  
Page 2  
(continued)

- 9/86 - 6/87     GEORGE FOX COLLEGE  
Newberg, Oregon  
Security Guard  
\* Policed grounds on college campus and  
maintained safety for students.
- 6/86 - 8/86     MALLORY AVENUE CHRISTIAN CHURCH  
Portland, Oregon  
Counselor  
\* Intern for People are Beautiful Program  
for youth.
- Summer/85 - ENERGY EXPRESSIONS  
Summer/86 - Newberg, Oregon  
Maintenance Man and Delivery Driver  
\* Maintenance on store and home  
delivery.
- Summer/84 - CHEHALEM PARKS AND RECREATION  
Newberg, Oregon  
Counselor  
\* Counseling children's program;  
organizing, overseeing, various  
activities daily.

REFERENCES

Dr. Edward F. Stevens  
President  
George Fox College  
Newberg, Oregon 97123  
(503) 538 - 8383

Joshua and Virginia Phillips  
Proprietors  
Give Us This Day Counseling Agency  
4056 N.E. 10th  
Portland Oregon 97211  
Home: (503) 281 - 8277  
Work: (503) 288 - 4335

Leonard Weinert  
Bookstore Manager  
George Fox College  
Newberg, Oregon 97132  
(503) 1- 583 - 8383

## CURRICULUM VITAE

PATRICIA S. ("Tex") BUCHANAN

P.O. Box 1964

Everett, Washington 98206

(206) 742-7932

### EDUCATION:

M.A. Degree, Psychology, 1984, University of California at Humboldt.  
Masters Thesis, "The Effects of Alcohol on Spatial Discrimination".  
B.A. Degree Cum Laude, Psychology, 1982, University of California at Humboldt. Special emphasis on Ethnic Studies.

### EXPERIENCE:

January, 1991 to Present	Outpatient Treatment Director/Family Program Director, Lakeside Recovery Center, Everett, Washington.
February, 1989 to January, 1991	Inpatient Chemical Dependency Counselor, Providence Hospital Recovery Center, Everett, Washington.
1984 to 1991:	Includes work experience in both inpatient and out- patient settings, prison facilities and in private practice, in California, Oregon, Alaska and Washing- ton.

I have organized and presented seminars and workshops for schools and community groups at the request of Nightwatch organizations, Sheriff's Departments, Native American groups and the Southeast Oregon Rural Health Network. Presentations have dealt with topics such as dysfunctional families, substance abuse, suicide prevention, self-esteem, assertiveness training and general living skills.

### BIOGRAPHICAL:

I am a recovering alcoholic/addict and have recently celebrated 23 years of uninterrupted sobriety. I am active in my 12-Step program.

### PERSONAL STRENGTHS:

I possess good organizational skills. I am a "self-starter", able to fulfill job requirements with a minimum of supervision. I am a "team player". I get along well with co-workers. I am knowledgeable on the legal and court systems. I am knowledgeable on Employee Assistance Programs. I have excellent writing and speaking skills and a good sense of humor.

Curriculum Vitae  
Patricia S. ("Tex") Buchanan  
Page Two

CAREER-RELATED ACTIVITIES:

Biofeedback counselor; volunteer counselor in psychiatric facility; President of Pi Gamma Mu, Sigma Chapter (International Honor Society for Behavioral and Social Sciences); Founder, Phoenix Club (support system for re-entry college students); teacher's aide in Drug Use and Abuse and Humanistic Psychology Theory courses.

PROFESSIONAL AFFILIATIONS:

Member, American Psychological Association and National Association of Alcohol and Drug Abuse Counselors; Lifetime California Community College Teaching Credential in Psychology; Pi Gamma Mu; United States Wolf Hybrid Association.

I will be happy to provide references upon request.

AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

Alfred Yaun Youth Care

I, Centers, Inc., agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services in the following methods:

Yaun Youth Care Center provides 24 hour, residential treatment for boys between the ages of 12 and 18. YYCC provides a carefully structured group living situation. Progress levels, individual planning and a point system help to monitor the youths daily behavior. Therapy is provided through Positive Peer Culture groups, individualized counseling, drug and alcohol groups and supervised recreation.

Services will entail the following expenditures:

TOTAL .....	\$60,000.00
Personnel	
1 FTE Tracker/Case Manager.....	25,000.00
1 FTE Residential Treatment Counselor ....	25,000.00
Total Personnel.....	<u>\$50,000.00</u>
Direct Service Costs	
Outpatient Services: Bus tickets, mileage, food, phone, office supplies, insurance.....	10,000.00
Total Direct.....	\$10,000.00

The organizational capability of my agency is described below:

Yaun Youth Care Center is a private, non-profit, community-based organization that has been serving troubled youth of North and Northeast Portland for 23 years. YYCC has been serving gang youth for the last 3 years of operation and is licensed by the State of Oregon, Children's Services Division as a residential home. Yaun receives youth referrals through the Courts, the State Children's Services Division and by parents or schools.

The coalition will meet an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month. In addition, each agency will present their billing invoice and make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_ and ending \_\_\_\_\_, 199\_\_.

William Morris  
Multnomah Co. Representative  
May 19, 1992  
Date

Rolney A. Cook, M.A. - Exec. Director  
Agency  
5/15/92  
Date

AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

I, Mainstream Youth Program , agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services in the following methods:

Mainstream will provide outpatient, adolescent-specific alcohol prevention and treatment services. Youth will receive an initial assessment provided by a Adolescent Substance Abuse Specialist that includes a substance abuse history, psycho-social evaluation, comprehensive assessment of family functioning, cultural/ethnic factors, peer influence, mental and emotional distress and school adjustment. A full health appraisal will be done when warranted, as well as psychiatric assessments as indicated. The intensity of subsequent services to each individual youth will be based on the final diagnosis and recommendations. Education/prevention services will be available to each youth and family. Treatment services will include education, individual counseling, group therapy, gender-specific groups, family counseling and consultation, parent support groups, urinalysis, pharmacotherapeutic interventions and utilization of community based/self help organizations like AA and NA. A case manager will ensure that youth receive the array of services. Services will be provided either at the designated sites or the main office as described in the general plan.

Our agency will receive the following funds:

TOTAL.....		\$ 150,000.00
PERSONNEL		
3	FTE Adolescent Substance Abuse Specialist	\$ 72,000.00
.5	FTE Case Manager	12,000.00
.25	FTE Clerical	4,000.00
.5	FTE Supervisor	13,000.00
	Payroll taxes and Fringe	20,200.00
Total personnel costs		\$121,200.00
DIRECT SERVICES AND SUPPLIES		
	Client support Fund	\$ 3,000.00
	Office Equipment	2,000.00
	Office Supplies	500.00
	Program Supplies	1,600.00
	Printing/Pub/Dues	1,250.00
	Postage	75.00
	Phone	1,575.00
	Rent	6,800.00
	Training	1,000.00
	Travel	3,000.00
	Urinalysis Costs	8,000.00
Total Direct Costs		\$ 28,800.00

The organizational capability of my agency is described below:

Mainstream Youth Program, Inc., is a private, not-for-profit

organization that is funded by the State of Oregon and Multnomah County Alcohol and Drug Program Offices, Multnomah County Youth Program Office, United Way, the Criminal Justice Services Division and the Juvenile Justice Division through various fees and grants. It is the oldest, and largest adolescent specific outpatient alcohol and drug abuse treatment agency in the State of Oregon. It is governed by a volunteer Board of Directors made up of 16 citizen members. This board meets monthly with the Executive Director to provide oversight and make necessary policy decisions. Satellite offices/services located through-out the Multnomah County boundaries offer services to youth that are easy access.

As a coalition member, I will agree to meet an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month. In addition, each agency will present their billing invoice and make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_ and ending \_\_\_\_\_, 199\_\_.

William Hornum  
Multnomah Co. Representative

May 19, 1992  
Date

John Richardson  
Agency

May 15, 1992  
Date



AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

I, Bridge, agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services to gang youth and their families:

Bridge, a program component of Mt. Sinai Community Baptist Church, will provide a variety of services to gang impacted youth and families. Among those services will be individual and family counseling; youth and parent support groups; mentors and recreational opportunities for youth; emergency and crisis services; and temporary safe housing as needed. Youth will most often access the program through referral by a State or County agency, but may also receive services through direct community access. Clothes, food, relocation services, recreational activities, babysitting and rapp sessions will all be available to youth and families. A Coordinator will be responsible for the case management of each youth in conjunction with an assigned parole officer when applicable.

Our agency will receive the following funds:

TOTAL .....\$ 65,000.00

PERSONNEL

1.5	FTE Coordinator	38,000.00
	Fringe	7,600.00
	Total Personnel Costs	\$ 45,600.00

DIRECT SERVICES AND SUPPLIES

Client Activity Fund	6,000.00
Transportation	3,000.00
Crisis/Support Services	2,660.00
Operating Expenses	
Printing, office supplies, furniture, telephones.	2,500.00
Child Care Services	5,240.00
Total Direct Costs	19,400.00

The organizational capability of my agency is described below:

The Bridge Program developed in the Mt. Sinai Community Baptist church as a non-profit organization in 1989?. The church was incorporated in 1952 and has been in existence at the same location for 39 years. The Reverend Don Frazier is the fourth pastor. He has a 15 year history of working with the State's Children's Services Division. The church has a two year history of providing services to Gang youth for the State. The Portland Police Bureau has called upon the Reverend Frazier, as well as other local community church leaders, to assist in crisis situations within the neighborhood. The church is recognized as and integral part of the community.

As a coalition member, I will agree to meet or send a representative an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month and submit an invoice for services provided. The group will use this opportunity to make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_ and ending \_\_\_\_\_, 199\_\_.

William H Morris  
Multnomah Co. Representative

May 19, 1992  
Date

Donald T. Zager: Buolys  
Agency

May 19, 1992  
Date

AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

I, DePaul Treatment Centers, , agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services to gang youth and their families:

DePaul Treatment Centers, Inc., is a structured, monitored, supportive environment which is designed to assist clients in developing attitudes and behaviors helpful for long term recovery from alcoholism/chemical dependency. Services are based on a psycho-social model of treatment which involves the use of methods drawn from both clinical and social models. Individual counseling, academic assessment and alternative school, and family participation are important components. Group therapy, skill groups, recovery groups, 12-step program work and multi-family groups are provided.

Our agency will receive the following funds:

FEE FOR SERVICE CONTRACT:

C.I.R.T.	-	Residential Alcohol and Drug Treatment 2 beds at 30,000.00 per bed per year or \$82.19 per day.	
TOTAL .....			\$60,000.00

The organizational capability of my agency is described below:

DePaul Treatment Centers, Inc., is a private non-profit agency that provides residential and out patient alcohol and drug treatment for youth and adults. DePaul is licensed by the Oregon State Office of Drug and Alcohol and well as Children's Services Division to provide Community Intensive Residential Treatment, (CIRT) and outpatient services. DePaul has been providing services to indigent clients since 1977. DePaul's CIRT is also the site of an accredited, Portland Public Schools sponsored alternative school program. A regional facility, DePaul receives referrals from Multnomah, Tillamook, Clatsop, Columbia, Washington, and Clackamas counties.

As a coalition member, I will agree to meet or send a representative an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month and submit an invoice for services provided. The group will use this opportunity to make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_  
and ending \_\_\_\_\_, 199\_\_.

William Morris  
Multnomah Co. Representative

May 19, 1982  
Date

H. J. Johnson, Deputy Director  
Agency

5/18/92  
Date

AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

I, Emmanuel Temple, agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services to youth in the following methods:

Emmanuel Temple, Full Gospel Pentecostal Church, will provide a comprehensive package of services to gang affected youth and families. These services will include: family counseling, relocation/moving services, personal re-direction of lives, job training and motivation, recreation and social interaction, foster and group home placements, temporary housing and child care. A service needs assesment, which will be completed on each client will develop a plan. A counselor will provide direct services and case manage each client. Emotional and spiritual needs will be addressed as requested; group discussions will take place weekly; family counseling will be scheduled with at least one 2 hour session, bimonthly; emergency and crisis services will be available 24 hours; and recreational activities will train expose youth to having fun without drugs, alcohol, sex or violence and will be offered monthly.

Our agency will receive the following funds:

TOTAL .....		\$ 65,000.00
PERSONNELL		
1.5 FTE Coordinator		38,000.00
Fringe		7,600.00
Total Personnel Costs		\$ 45,600.00
DIRECT SERVICES AND SUPPLIES		
Client Activity Fund		6,000.00
Transportation		3,000.00
Crisis/Support Services		2,660.00
Operating Expenses		
Printing, office supplies, furniture, telephones.		2,500.00
Child Care Services		5,240.00
Total Direct Costs		19,400.00

The organizational capability of my agency is described below:

Emmanuel Temple Full Gospel Pentecostal Church has been a beacon of light to inner-city families since 1965. Bishop A.A. Wells began to pastor from a small store front church on Mississippi Street. Since that time the church has relocated to its present day location of 1032 N. Sumner. Bishop Wells is an established leader in the community and highly esteemed by church and state leaders as well. The church has helped to meet the needs of its community for many years providing food programs, low income housing and general support services. Emmanuel Community General Service incorporated in January of 1991, obtaining a 501 C3 IRS status to assist it in offering social service based programs to

youth. We presently have contracts with Multnomah County Juvenile Justice Division, and the State Children's Services Division.

As a coalition member, I will agree to meet or send a representative an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month and submit an invoice for services provided. The group will use this opportunity to make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_ and ending \_\_\_\_\_, 199\_\_.

William R. Brown  
Multnomah Co. Representative

May 19, 1992  
Date

Curtis L. King  
Agency

May 19, 1992  
Date

AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

I, Christian Counseling Center, agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services to gang youth and their families:

Christian Counseling Center, Inc., is a service of St. Mark's Baptist Church. Gang impacted youth and families will be provided comprehensive counseling and support services. Individual counseling; group discussions; family counseling; emergency and crisis services; and recreational activities will all be a part of the service package. In conjunction with the already established needs as layed out by the parole counselor, the program coordinator will assess the needs of each youth and family as well. It will be the responsibility of the coordinator to ensure that youth are referred for other available services as well as provide a portion of those services.

Our agency will receive the following funds:

TOTAL .....	\$ 65,000.00
PERSONNEL	
1.5 FTE Coordinator	38,000.00
Fringe	7,600.00
Total Personnel Costs	\$ 45,600.00
DIRECT SERVICES AND SUPPLIES	
Client Activity Fund	6,000.00
Transportation	3,000.00
Crisis/Support Services	2,660.00
Operating Expenses	
Printing, office supplies, furniture, telephones.	2,500.00
Child Care Services	5,240.00
Total Direct Costs	19,400.00

The organizational capability of my agency is described below:

Christian Counseling Center, Inc.(C.C.C.), has been providing counseling services for youth since 1986. C.C.C. initially began providing services for youth from MacLaren School for Boys. The program has since expanded to include State contracts with Hillcrest School for Girls; and the Portland Youth Redirection - Gang Influenced Female Team. The church has been located in the community for 28 years.

As a coalition member, I will agree to meet or send a representative an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month and submit an invoice for services provided. The group will use this opportunity to make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_ and ending \_\_\_\_\_, 199\_\_.

William Morris  
Multnomah Co. Representative

May 19, 1992  
Date

Rae S. Halliwell  
Agency

5-19-92  
Date



AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

I, Oregon Outreach, Inc. , agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services to youth in the following methods:

Oregon Outreach, Inc. has been an active participant in the Gang Transition Program since its inception. Oregon Outreach provides an education needs assessment, advocates for the youth's return to mainstream schools when appropriate, provides alternative education for youth not appropriate to return to public schools, and provides for employment training. Through outreach services at the schools, the program further intends to help teachers recognize potential drop-outs at an early stage and help prevent further deterioration in the school relationship. The involvement of parents is an important piece of the school outreach component. Alternative schools established at the various sites, will fulfill the educational needs for those youth that are no longer eligible for public school attendance.

Our agency will receive the following funds:

TOTAL .....	\$ 150,000.00
PERSONNEL	
3 FTE/6 pt time certified instructors	84,240.00
1.5 FTE/3 pt time Asst. Teachers	20,280.00
Total Personnel Costs	104,520.00
DIRECT SERVICE COSTS	
Travel/PerDiem	5,200.00
Supplies and Materials	11,880.00
Telephones	5,727.00
Postage	720.00
Furnishings	6,102.00
Student Support	15,851.00
Total Direct Service Costs	45,480.00

The organizational capability of my agency is described below:

Oregon Outreach, Inc. is accredited and certified by the State of Oregon to serve both special education and regular education students. The program is operated by Oregon Outreach, Inc. (OOI), in partnership with the Portland Public Schools. Oregon Outreach currently operates alternative schools at MYCAP, the Alberta Learning Center and the Simpson Learning Center. Oregon Outreach presently receives private support from U.S. National Bank, Safeway Stores, Inc., Bank of America and Nike, Inc. We have received support from Congressman Ron Wyden, of Oregon's Third District for our work with "at risk" youth. We are in compliance with national evaluation criteria and have been offering innovative alternative school programming for the last two years for court involved youth. OOI has a 501 C3 IRS status.

As a coalition member, I will agree to meet an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month. In addition, each agency will present their billing invoice and make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_ and ending \_\_\_\_\_, 199\_\_.

William Morris

Multnomah Co. Representative

May 19, 1992  
Date

Samuel Pierce  
Agency

May 19, 1992  
Date

AGREEMENT OF PARTICIPATION  
GANG TRANSITION SERVICES COALITION

Minority Youth Concerns

I, Action Plan, agree to participate as a coalition member with Gang Transition Services. As a participant, the organization I represent will provide the following services to gang youth and their families:

Minority Youth Concerns Action Plan, MYCAP, provides multifaceted and comprehensive services to gang youth. The basic services of temporary residence, employment and education are provided, as well as work towards anger management, individual responsibility and self-confidence. Youth are allowed to stay 30 to 90 days in residence. MYCAP does direct case management for additional youth that are living in the community. Peer and family support, mentorships, and alcohol and drug services are also available for youth.

Our agency will receive the following funds:

TOTAL .....	\$60,000.00
-------------	-------------

Personnel

1 FTE Tracker/Case Manager.....	25,000.00
1 FTE Residential Treatment Counselor ....	25,000.00

Total Personnel.....	<hr/> \$50,000.00
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Direct Service Costs

Outpatient Services: Bus tickets, mileage, food, phone, office supplies, insurance.....	10,000.00
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Total Direct.....	\$10,000.00
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The organizational capability of my agency is described below:

In 1987, Lonnie Jackson, (youth counselor at MacLarens School for Boys), began the Minority Concerns Program in the state institution. By 1989, the program was also established in the community. For the first two years of operation, MYCAP was under the "umbrella" of the local Y.W.C.A. In May of 1991, MYCAP received its' own 501, 3C, non-profit status. Sam Pierce is presently the Director of the program, and MYCAP also has a 15 member Board of Directors. MYCAP was endorsed by the Chair of the National Branch of the American Correctional Association and by the President of the national organization of P.U.S.H.

As a coalition member, I will agree to meet or send a representative an average of twice a month. One meeting each month will allow agencies to review the services they have provided for the month and submit an invoice for services provided. The group will use this opportunity to make any fiscal recommendations/adjustments as they feel the "needs" of the youth dictate. The second meeting of each month will be for "staffings" on individual youths. As emerging needs of youths and families arise, the coalition will begin responding to those issues and deciding which youths should go to which services.

This agreement shall be in effect for a one year period, starting \_\_\_\_\_ and ending \_\_\_\_\_, 199\_\_.

William H Morris

Multnomah Co. Representative

May 19, 1992  
Date

Rev. Phillip S. Nelson

Agency

May 19, 1992  
Date

development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (Pub. L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signature of Authorized Certifying Official

Title *Director*

Applicant Organization

*Malt. Co. JSD*

Date Submitted

*May 19, 1992*

Appendix V—Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence

an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into

this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

*Statement for Loan Guarantees and Loan Insurance*

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature

Title

Organization

Date

5/19/92

ELLING CODE 4130-01-01

Distribution: See Manual CLIENT SERVICE DELIVERY, REFERRAL, AND TERMINATION FORM

8/30/90

Initials   Birthdate     CLIENT ID #     PERIOD ENDING DATE

PROGRAM PROVIDING SERVICE    CASE MANAGER ID #

Project \_\_\_\_\_ SERVICE DELIVERY \_\_\_\_\_ Program Case # \_\_\_\_\_

Service	Hours of Service	No. of Contacts	
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	1. Needs Assessment
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	2. Individual Counseling
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	3. Group Counseling
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	4. Family Counseling
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	5. Crisis Intervention
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	6. Psychological Assessment
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	7. Recreation
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	8. Employ Readiness/Assist
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	9. Casual Labor Placement
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	10. Employment Placement
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	11. Big Bro/Sis Kinship
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	12. Alter/Spec Ed Program
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	13. Basic Skills Education/Tutor
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	14. Vocational Training
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	15. Parenting Ed (Adult)
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	16. Skill-Building
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	17. Vict Comp/Comm Service
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	18. Family Mediation
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	19. Short-term Shelter (Days)
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	20. Out-of-home Placement (Days)
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	21. Support Services
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	22. Case Coord/Referra
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	23. Ongoing Support
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	24. Support to Volunteer
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	25. Judicial Alternatives
<input type="text"/>	<input type="text"/> • <input type="text"/>	<input type="text"/>	98. Other

(Days)

## REFERRAL

<input type="text"/>	PROGRAM REFERRED TO	<input type="text"/>	FOR (SERVICE CODE)	<input type="text"/>	<input type="text"/>	<input type="text"/>	REFERRAL DATE
<input type="text"/>	PROGRAM REFERRED TO	<input type="text"/>	FOR (SERVICE CODE)	<input type="text"/>	<input type="text"/>	<input type="text"/>	REFERRAL DATE
<input type="text"/>	PROGRAM REFERRED TO	<input type="text"/>	FOR (SERVICE CODE)	<input type="text"/>	<input type="text"/>	<input type="text"/>	REFERRAL DATE

## TERMINATION

<input type="text"/> <input type="text"/> <input type="text"/> FINAL SERVICE DATE	<b>Joint Decision</b> 10 Service completed, problem addressed 11 Not benefitting from service 12 Referred to more appropriate program <b>Client Decision</b> 20 Satisfied, chose to terminate 21 Dissatisfied, chose to terminate 22 Parent withdrew client 23 Refuse services <b>Unexpected Development</b> 30 Illness 31 Moved 32 Deceased	33 Runaway 34 Other agency withdrew 35 Committed to State Trng. School 36 Committed to other institution <b>Program Decision</b> 40 Staff consider treatment complete 41 Contact lost, service not complete 42 Terminated for non-compliance with rules/regulations 43 Termination due to program cuts/reductions 44 Assessment/no further service required 45 Seasonal
<input type="text"/> TERMINATION REASON		
<input type="text"/> CLIENT PROGRESS IN PROGRAM		
1 Substantial improvement 2 Some change 3 No change 4 Situation deteriorated		

## OPTIONAL FIELDS - EXIT INFORMATION

1. <input type="text"/> <input type="text"/> <input type="text"/> _____	2. <input type="text"/> <input type="text"/> <input type="text"/> _____	3. <input type="text"/> <input type="text"/> <input type="text"/> _____
4. <input type="text"/> <input type="text"/> <input type="text"/> _____	5. <input type="text"/> <input type="text"/> <input type="text"/> _____	6. <input type="text"/> <input type="text"/> <input type="text"/> _____
7. <input type="text"/> <input type="text"/> <input type="text"/> _____	8. <input type="text"/> <input type="text"/> <input type="text"/> _____	9. <input type="text"/> <input type="text"/> <input type="text"/> _____



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
JUVENILE JUSTICE DIVISION  
1401 N.E. 68th  
PORTLAND, OREGON 97213  
(503) 248-3460

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

May 18, 1992

Mr. Bill Morris, Court Services Supervisor  
1408 N.E. Morris  
Portland, Oregon 97213

Dear Bill,

The Northeast Rescue Plan Action Committee (NERPAC) whole heartedly supports Multnomah County Juvenile Justice Division's application for a demonstration project to address the critical issue of substance abuse among at-risk youth.

As a coalition of 21 youth service providers in the Portland area, NERPAC services over 1500 youth affected by gangs, drugs, and alcohol. Particularly when it comes to gang related crimes, it has been reported by Oregon number one state training school (Maclaren School for Boys), that over 90% of all crimes committed by gang youth were committed under the influence of drugs or alcohol. Any constructive effort to bring human and financial resources to this very crucial problem would be most appreciated and have our most ardent support.

In addition, NERPAC offers its support, expertise and willingness to work with Juvenile Court in the furtherance of its goals and objectives relative to this project.

Sincerely,

Lorenzo Poe  
Chairman, Northeast Rescue Plan Action Committee

Meeting Date: JUN 18 1992

Agenda No.: R-12

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Supervising Electricians Differential

AGENDA REVIEW/ Informal  
BOARD BRIEFING June 16, 1992  
(date)

REGULAR MEETING June 18, 1992  
(date)

DEPARTMENT Office of the Chair

DIVISION Labor Relations

CONTACT Darrell Murray

TELEPHONE X2595

PERSON(S) MAKING PRESENTATION Darrell Murray

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: yes

BRIEF SUMMARY (include statement of rationale for action requested,  
as well as personnel and fiscal/budgetary impacts, if applicable):

This is a request for approval of an amendment to the current collective bargaining agreement between the County and I.B.E.W. Local 48 to permit payment of a 3% premium to lead workers assigned duty as a supervising electrician.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

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

(All accompanying documents must have required signatures)

*Sent Copy of Agreement to Darrell Murray 6-23-92.*

1992 JUN 8 AM 11:30  
CLERK'S OFFICE  
MULTI-COUNTY  
OREGON





# MULTNOMAH COUNTY OREGON

GLADYS MCCOY  
COUNTY CHAIR

EMPLOYEE SERVICES  
FINANCE  
LABOR RELATIONS  
PLANNING & BUDGET  
RISK MANAGEMENT

(503) 248-5015  
(503) 248-3312  
(503) 248-5135  
(503) 248-3883  
(503) 248-3797

(503) 248-5170 TDD

PORTLAND BUILDING  
1120 S.W. FIFTH, 14TH FLOOR  
P.O. BOX 14700  
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS  
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR  
PORTLAND, OREGON 97202

## MEMORANDUM

TO: Board of Commissioners

FROM: Darrell Murray, Deputy Labor Relations Manager *D*

DATE: June 16, 1992

SUBJECT: Supervising Electrician Premium

This request as originally submitted was to amend the Electrician's contract to permit payment of a 3% premium to two lead electricians certified by the State as Supervising Electricians and who are assigned to perform those duties for the County. This request was prompted by the retirement of Don Faulkner, a manager who performed the required duties in the DES Facilities Division. His position was eliminated as part of budget cuts related to Measure 5. Therefore, the duties were redistributed to two employees in the bargaining unit and the premium was to compensate them for the activity. However, when the matter was placed on the agenda managers in the Fleet and Transportation Divisions indicated that such a premium might have implications for their respective operations. Thus, the matter was tabled to permit further study.

Further scrutiny disclosed that the Transportation division had one leadworker already doing Supervising Electrician duties. Consequently, it would be inequitable to give a premium to the leadworkers in the Facilities Division but not to the leadworker in Transportation. Therefore, the amendment was revised to permit equal treatment of the three employees. This will increase the maximum potential cost from the original figure of approximately \$3,000 to \$4,500. This assumes all three are assigned the applicable responsibilities 100% of their work time. These costs will be absorbed within the existing DES budget. Management retains the right under this agreement to perform the work with non-bargaining unit members. Approval of the attached amendment is recommended.

c: Betsy Williams      Craig Calkins  
Tom Guiney          Bob Pearson

RECEIVED  
JUN 02 1992  
LABOR RELATIONS

Contract Amendment

I. Parties

The parties to this contract amendment are Multnomah County, Oregon (hereinafter "County") and the International Brotherhood of Electrical Workers Local 48 (hereinafter "Union").

II. Recitals

WHEREAS, the County and Union are parties to a 1988-91 collective bargaining agreement which was extended by mutual agreement through June 30, 1992; and,

WHEREAS, Union represents electricians employed by the County to perform a variety of maintenance and electrical installation work; and,

WHEREAS, Oregon law requires that performance of electrical installations by County electricians be supervised by a person licensed as a Supervising Electrician; and,

WHEREAS, such supervision has heretofore been performed by a County employee exempt from the bargaining unit; and,

WHEREAS, said employee retired and was not replaced due to budget reductions; and,

WHEREAS, the County is desirous of ensuring that compliance with state law is maintained in the performance of electrical installations; and,

NOW, THEREFORE, the parties agree as follows:

III. General Terms, Additional Duties, and Consideration

Section 1. If an exempt employee is not available to perform such duties or if it is otherwise deemed by the County convenient to do so, the County may assign the functions of a licensed supervising electrician to employees assigned as Leadworker; PROVIDED such employees possess the required Supervising Electrician license.

Section 2. Employees simultaneously assigned to perform duties as Leadworker and Supervising Electrician pursuant to Section 1 above shall hereafter receive a differential for all hours worked in such simultaneous assignment equal to three percent (3%) of straight-time Electrician/Electronic Technician wages, in addition to the eight and six-tenths percent (8.6%) differential he or she would normally receive for serving as Leadworker.

Page Two of Two

Section 3. The terms of sections 1 and 2 above shall be added to Addendum A of the parties 1988-92 collective bargaining agreement as new sections.

Section 4. The written terms of this instrument constitute the entire agreement between the parties.

Done this May day of 20<sup>th</sup>, 1992.

For the Union:

Edward L. Barnes  
Business Representative

Reviewed:

Laurence Kressel  
County Counsel  
Manager

By Steve Neman  
Assistant County Counsel

For the County:

Gladys McCoy  
Gladys McCoy, County Chair

Negotiated:

Darrell Murray  
Darrell Murray  
Deputy Labor Relations

**RATIFIED**

**Multnomah County Board  
of Commissioners**

R-12 6-18-92  
Curtis A. Parkinson  
Board Clerk

Meeting Date JUN 1 1 1992  
Agenda No. R-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

JUN 1 8 1992  
R-13

Subject: Intergovernmental Agreement with Regional Organized Crime/Narcotics (R.O.C.N.)

BCC Informal \_\_\_\_\_  
(Date)

BCC Formal \_\_\_\_\_  
(Date)

DEPARTMENT Management Support Services DIVISION Employee Services Division

CONTACT Merrie Ziady TELEPHONE 248-3477

PERSON(S) MAKING PRESENTATION Merrie Ziady, Employee Benefits Administrator

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA 5 - 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: X

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

R.O.C.N. a not-for-profit ORS 190 organization, is comprised of representatives from eight local law enforcement jurisdictions, including Multnomah County. Compensation and benefits are provided for the representatives by their local jurisdictions. Additionally, R.O.C.N. employs up to four "civilian employees" who receive compensation and benefits directly from R.O.C.N.

Due to the small number of employees eligible, medical and/or dental benefits for these R.O.C.N. employees are costly and limited in plan design. An intergovernmental agreement would allow these civilian employees to be eligible for the Multnomah County self-insured group medical and/or dental plan(s) available to Multnomah County Exempt employees, as provided by Ordinance 534 and any successor ordinances. The cost and design advantages of the large group medical/dental plan(s) would be passed on to R.O.C.N. R.O.C.N. will pay Multnomah County the group premium equivalent cost for each enrolled employee plus a 2 percent administrative charge.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER Center Smith 5/22/92

(All accompanying documents must have required signatures)

1426H Sent Original OGA + Contacts to Merrie Ziady 6-23-92.

BOARD OF  
COUNTY COMMISSIONERS  
JUN - 2 PM 3:24  
MULTNOMAH COUNTY  
OREGON



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 500782  
Amendment # \_\_\_\_\_

<p><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$10,000</p>	<p><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p><b>CLASS III</b></p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><b>RATIFIED</b></p> <p><b>Multnomah County Board of Commissioners</b></p> <p>R-13 June 18, 1992</p>
--	--	---

Contact Person Merrie Ziady Phone 248-3477 Date \_\_\_\_\_

Department Management Support Services Division Employee Services Bldg/Room 106/1430

Description of Contract To provide civilian employees of R.O.C.N. (Regional Organized Crime/Narcotics) the opportunity to enroll in Multnomah County's self-insured group health plan, subject to premium contribution from R.O.C.N.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name Regional Organized Crime/Narcotics

Mailing Address 2115 SE Morrison, Room 225  
Portland, OR 97214

Phone (503) 248-3289

Employer ID # or SS # \_\_\_\_\_

Effective Date July 1, 1992

Termination Date June 30, 1993\*

Original Contract Amount \$ Group rates plus 2%

Amount of Amendment \$ administrative charge.

Total Amount of Agreement \$ \_\_\_\_\_

\*renewable on a fiscal year basis  
REQUIRED SIGNATURES:

Department Manager Curtin Smith

Purchasing Director \_\_\_\_\_  
(Class II Contracts Only)

County Counsel Sandra Duff

County Chair/Sheriff Gladya McCoy

Payment Term

☐ Lump Sum \$ \_\_\_\_\_

☐ Monthly \$ \_\_\_\_\_

☐ Other \$ \_\_\_\_\_

☐ Requirements contract - Requisition required.

Purchase Order No. \_\_\_\_\_

☐ Requirements Not to Exceed \$ \_\_\_\_\_

Date 5/21/92

Date \_\_\_\_\_

Date 5-27-92

Date 6/18/92

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT \$		N/A	INC/ DEC IND
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT		
01.	N/A											
02.												
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

REGIONAL ORGANIZED CRIME NARCOTICS TASK FORCE

Board of Commissioners

In the Matter of Medical Benefits                    )  
for Employees of the Regional Organized        )  
Crime Narcotics Task Force Contracted        )  
with Multnomah County                            )

RESOLUTION  
91-11

WHEREAS, the above entitled matter came before the Board of Commissioners for the Regional Organized Crime Narcotics (ROCN) Task Force; and,

WHEREAS, the Regional Organized Crime Narcotics (ROCN) Task Force Board of Commissioners recognizes that ROCN employees require medical benefits; and,

WHEREAS, the ROCN Board of Commissioners recognizes that it is in the best interest of ROCN and ROCN's employees to purchase medical benefits from a participating agency; and,

WHEREAS, the ROCN Board of Commisisoners recognizes that Multnomah County has a medical benefits plan that will provide medical benefits to ROCN employees.

NOW, THEREFORE, the ROCN Board of Commissioners hereby enters into an Intergovernmental Agreement with Multnomah County to provide said medical benefits to ROCN employees. The Intergovernmental Agreement, along with this Resolution, constitutes the contract between the Regional Organized Crime Narcotics (ROCN) Task Force and Multnomah County. The Director is hereby authorized to execute such documents as are necessary pursuant to this Resolution.

DATED this 12<sup>th</sup> day of June, 1992.

REGIONAL ORGANIZED CRIME  
NARCOTICS TASK FORCE

By Michael D. Schenk  
Chair, ROCN Board of Commissioners

Intergovernmental Agreement  
Between  
Multnomah County, Oregon  
and  
Regional Organized Crime/Narcotics Agency (R.O.C.N.)

This Agreement is entered into as of July 1, 1992 by and between Multnomah County, hereafter referred to as the "County" and the Regional Organized Crime/Narcotics Agency, hereafter referred to as "R.O.C.N."

RECITALS

1. R.O.C.N., a not-for-profit ORS 190 organization, is comprised of representatives from eight local law enforcement jurisdictions, including Multnomah County. Compensation and benefits are provided for the representatives by their local jurisdictions. Additionally, R.O.C.N. employs up to four "civilian employees" who receive compensation and benefits directly from R.O.C.N.
2. Due to the small number of employees eligible, medical and/or dental benefits for these R.O.C.N. employees are costly and limited in plan design. An intergovernmental agreement would allow these civilian employees to be eligible for the Multnomah County self-insured group medical and/or dental plans(s) available to Multnomah County Exempt employees, as provided by Ordinance #534 and any successor ordinances. The cost and design advantages of the large group medical/dental plan(s) would be passed on to R.O.C.N.

NOW, THEREFORE, the parties agree as follows:

I. Term.

The term of this agreement shall be July 1, 1992 through June 30, 1993, with the option of renewal on an annual basis, subject to terms agreeable to both parties.

II. Scope of Agreement.

A. Description of Responsibilities - R.O.C.N.

1. R.O.C.N. employees shall complete the required enrollment documents for participation in the County's medical and/or dental plans by the annual enrollment deadline.
2. R.O.C.N. shall be responsible for the transfer of required payment for medical and/or dental coverage to Multnomah County on a monthly basis.
3. R.O.C.N. participating employees shall be subject to all eligibility requirements as specified for County Exempt employees and shall adhere to all rules and regulations of the medical and/or dental plans as specified in the plan documents.

B. Description of Responsibilities - County.

1. The County shall provide enrollment information and applications to eligible R.O.C.N. employees for participation in the plan(s).
2. The County shall be responsible for notifying the plan administrator, ODS Health Plan (or its successor), of initial eligibility, enrollment, and/or enrollment changes as allowed by the plan document.
3. The County shall answer questions and assist in the resolution of problems that may occur with regard to claims administration or customer service provided by plan administrator, ODS Health Plan (or its successor) to R.O.C.N. employees.
4. The County shall notify R.O.C.N. participants of any changes, if any, in the plan benefits prior to the effective date of such changes.

III. Consideration.

- A. Payment for services under this agreement shall be made monthly by R.O.C.N. to Multnomah County Employee Benefits. Payment is due by the first of each month for that month. No bill/invoice will be issued by Multnomah County.
- B. Fees for coverage are on a full-month basis only. Partial months shall be charged full rate.
- C. The fee for plan participation is 102 percent of Multnomah County group rates for the self-insured medical and/or dental plans. For FY 1992-93, the rates are as follows:

ODS Health Plan	<u>Medical</u>	<u>Dental</u>
1 party	\$139.74	\$23.46
2 party	278.46	45.90
Family	382.50	62.22

Rates are subject to adjustments if and when they are adjusted for County participants.

- D. Failure to provide payment within 30 days of due date shall result in termination of coverage.

IV. Amendment to Agreement.

- A. As indicated in Section I. Term, this agreement may be renewed on an annual basis. Terms of the renewal will be determined by mutual written agreement between the parties. The County and R.O.C.N. may amend this Agreement by mutual written agreement.



V. Termination

- A. This Agreement may be terminated by mutual written consent of both parties, or by either party upon 30-day written notice.

In WITNESS WHEREOF, the County and R.O.C.N. have executed this Agreement as of the date first above written.

REGIONAL ORGANIZED CRIMES/NARCOTICS

\_\_\_\_\_  
Charles Fessler, Director

Date Signed \_\_\_\_\_

APPROVED AS TO FORM

LAURENCE KRESSEL  
County Counsel for  
Multnomah County, Oregon

By Sandra Duff  
Asst County Counsel

1415H

MULTNOMAH COUNTY, OREGON

Gladys McCoy  
Gladys McCoy, Chair  
Board of County Commissioners

Date Signed 6/18/92

**RATIFIED**

**Multnomah County Board  
of Commissioners**

R-13 6-18-92

Meeting Date: JUN 1 8 1992

Agenda No.: R-14

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Ordinance Amending MCC 2.60 Self Insurance Fund

BCC Informal June 16, 1992  
(date)

BCC Formal June 18, 1992  
(date)

DEPARTMENT Non

DIVISION Finance

CONTACT Dave Boyer

TELEPHONE 248-3903

PERSON(S) MAKING PRESENTATION Dave Boyer

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 3-5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: X

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Ordinance amending MCC 2.60 relating to the County's Self Insurance Fund. House Bill #3574 passed during 1991 legislature eliminates the need for self-insured local governments to maintain security deposit with Director, State Department of Insurance and Finance. Amendments being made to MCC 2.60 is intended to comply with the State Workers Compensation Division rules so that the County is exempt from the security deposit requirement.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

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

*MS [Signature]*

(All accompanying documents must have required signatures)

*For Reading Approved Second Reading 6-25-92.*

CLERK OF BOARD OF  
COUNTY DEPARTMENT  
1992 JUN - 4 AM 11:50  
MULTI-MEDIA COUNTY  
OREGON

ORDINANCE FACT SHEET

Ordinance Title: Ordinance amending MCC 2.60 relating to County's  
Self-Insurance Fund

Give a brief statement of the purpose of the ordinance (include the rationale for adoption of ordinance, description of persons benefited, other alternatives explored):

Amend MCC 2.60 to exempt County from maintaining a security deposit with the Director, State Department of Insurance and Finance. Will reduce administrative tracking and accounting of the security deposit requirement.

What other local jurisdictions in the metropolitan area have enacted similar legislation?

Not aware of any jurisdiction enacting this legislation.

What has been the experience in other areas with this type of legislation?

N/A

What is the fiscal impact, if any?

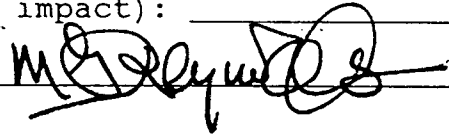
None

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: 

Planning & Budget Division (if fiscal impact): \_\_\_\_\_

Department Manager/Elected Official: 

1                   BEFORE THE BOARD OF COUNTY COMMISSIONERS

2                   FOR MULTNOMAH COUNTY, OREGON

3                   ORDINANCE NO. \_\_\_\_\_

4                   An Ordinance amending the Multnomah County Code  
5 Chapter 2.60, relating to the Risk Management Program, to  
6 enable the County to obtain an exemption from the security  
7 deposit requirement of ORS 656.407(2) (Workers' Compensation  
8 Law) and making other changes to update organizational  
9 references in the code.

10                   (Language in brackets [ ] is to be deleted;

11                   underlined language is new.)

12                   Multnomah County ordains as follows:

13                   Section I. Findings.

14                   (A) During the 1991 Legislature Session, House Bill  
15 #3574 was passed, eliminating the need for certain self-insured  
16 local governments to maintain a security deposit with the  
17 Director, State Department of Insurance and Finance.

18                   (B) The State's Workers' Compensation Division has  
19 issued rules that self-insured local governments must follow to  
20 be exempt from the deposit requirements. This ordinance is  
21 intended to comply with these rules.

22                   (C) In FY 91-92 certain changes were made in the  
23 County's structure that warrant other amendments to MCC 2.60:

1 the County Department of General Services was abolished, Risk  
2 Management was transferred to the Chair's Office and the  
3 Retiree Insurance Account was adopted by Ordinance No. 631.

4 Section II. Amendment.

5 MCC 2.60.120(A) is amended to read:

6 **2.60.120. Insurance Fund.**

7 (A) The County has an Insurance Fund, [~~fund~~] an  
8 internal service fund, created by the Board of County  
9 Commissioners separate from the General Fund. The fund was  
10 created to centrally account for all expenditures and reserves  
11 associated with the protection of the County's assets,  
12 employees, programs, and operations. Accounts are established  
13 in the fund for the financial administration of the workers'  
14 compensation, general liability, auto, property, employee  
15 medical/dental, [~~care~~] employees' benefits, life insurance,  
16 long-term disability, retiree insurance, [~~and~~] unemployment and  
17 insured and self-insured programs provided for in the County's  
18 adopted budget.

19 Section III. Amendment.

20 MCC 2.60.120(D) through (F) are amended to read:

21 (D) Fund reporting. A report shall be provided  
22 [~~semiannually~~] annually to the County Chair and Board of County  
23 Commissioners on the financial status of the Insurance Fund  
24 accounts.

1           (E) Fund Equity and Cash balance. The Insurance Fund  
2     Equity and Cash balance shall be maintained at a level to pay  
3     all claims, premiums, administration expenditures, reserves and  
4     [future reserves for] incurred but not reported (IBNR) claims.  
5     Amounts shall not be transferred from the Insurance Fund unless  
6     a program defined by subsection (A) is discontinued without  
7     further financial obligation and/or it is determined by a  
8     qualified independent actuary that the funding level may be  
9     adjusted.

10           (1) In order to obtain an exemption from the  
11     security deposit requirement under Oregon Revised Statute  
12     656.407, the workers' compensation reserves established by the  
13     actuarial evaluation performed under MCC 2.60.120 (F) are  
14     dedicated for payments of compensation and amounts due the  
15     Director of the Department of Insurance and Finance of the  
16     State of Oregon. The Director of the Department of Insurance  
17     shall have first lien and priority rights to the full amount of  
18     the workers' compensation funds required to pay the present  
19     discounted value of all present and future claims under ORS  
20     Chapter 656.

21           (F) An actuarial evaluation shall be performed by a  
22     qualified independent actuary on the workers' compensation,  
23     retiree insurance and liability sections of the [self-]  
24     Insurance Fund at least once every three years.

1        Section IV. Amendment.

2        **2.60.130. Risk management function.**

3                (A) The [Department of General Services] Office of  
4        the Chair shall direct and manage all risk management and  
5        insurance programs for Multnomah County. Authority granted to  
6        the [department] County Chair may be delegated as deemed  
7        appropriate by the [Director of the Department of General  
8        Services] County Chair. Authority granted to the [department]  
9        Chair includes, but is not limited to, the following authority:

10                (1) To purchase all insurance coverage required  
11        by law and contracts, or desirable for the effective and  
12        efficient operation of county government including, but not  
13        limited to: casualty insurance, property insurance, workers'  
14        compensation insurance, and other specialty forms of coverage.

15                (2) To consolidate insurance coverage and  
16        combine with self-insurance as is in the best interest of the  
17        county.

18                (3) To acquire actuarial, claims management,  
19        investigative and appraisal services for insured and  
20        self-insured program administration.

21                (4) To promulgate rules and procedures to govern  
22        the administration of the county's insurance and risk  
23        management activities.

1           (5) To administer all loss and claims arising  
2 from and out of the county's operations including, but not  
3 limited to, the county's liability, auto, property, workers'  
4 compensation, employee health care benefits and unemployment  
5 exposures.

6           (6) To coordinate the claims activity internally  
7 and/or with contracted claims service providers, legal counsel,  
8 department management and insurance companies.

9           (7) To identify loss exposures and administer  
10 programs to control and minimize losses sustained on county  
11 assets and property.

12           (8) To develop and maintain an information  
13 system for timely and accurate recording of loss experience,  
14 insurance premiums, property values, insurance fund cash flow  
15 and reserving obligations and other identified risk-related  
16 information.

17           (9) To develop manuals and programs for training  
18 county personnel on loss control/safety techniques.

19           (10) To ascertain that contributions to the fund  
20 are adequate and appropriations and reserve balances are  
21 financially and actuarially sound.

22           (B) The [Department of General Services] Planning and  
23 Budget Division and Finance Division may apportion to and  
24 collect from each County department, office, board, or  
25 commission its contribution to a total sum for loss reserves,



1 administrative expenses, insurance premiums, and loss  
2 expenditures. The contribution shall be based, wherever  
3 appropriate, upon the relative exposure and loss experience of  
4 each department for each aspect of risk and will be maintained  
5 in the County's insurance fund and subject to annual budgetary  
6 approval.

7 Section V. Amendment.

8 **2.60.140. Loss prevention.**

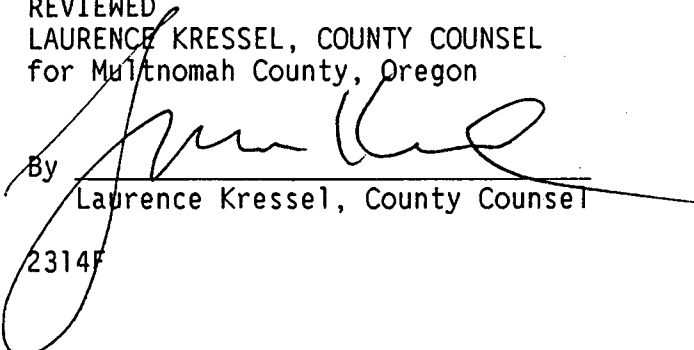
9 Departments shall be responsible to conform with  
10 County, state, and federal safety standards. Each  
11 administrator, manager, and supervisor shall be responsible to  
12 conduct his/her operations in a manner which will safeguard the  
13 County's assets from loss or damage and employees from  
14 employment-related illness and injury. Where significant risks  
15 are identified, remedial action will be taken to reduce these  
16 exposures. Managers are responsible for reporting all losses  
17 or claims to the [Department of General Services] Risk  
18 Management Division, regardless of size of loss, in a timely  
19 manner as directed by County Administrative Procedures. [The  
20 Department of General Services] Risk Management is responsible  
21 for ensuring that mechanisms exist for reporting, record  
22 keeping, and follow-up and that these are known throughout the  
23 County.

1                   ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_,  
2                   1992, being the date of its \_\_\_\_\_ reading before the  
3                   Board of County Commissioners of Multnomah County.  
4  
5  
6  
7  
8

9   MULTNOMAH COUNTY, OREGON  
10

11   By \_\_\_\_\_  
12   Gladys McCoy, County Chair

13                   REVIEWED  
14                   LAURENCE KRESSEL, COUNTY COUNSEL  
15                   for Multnomah County, Oregon

16                   By  \_\_\_\_\_  
17                   Laurence Kressel, County Counsel

18                   2314F  
19  
20  
21  
22  
23  
24  
25  
26

Meeting Date: JUN 18 1992

Agenda No: R-15

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: AMENDING RESOLUTION 91-80 (Employee Suggestion System)

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair's Office DIVISION Employee Suggestion Comm

PERSON(S) MAKING PRESENTATION Mark W. Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

BRIEF SUMMARY: (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Additional language allowing awards to be given in less than 1 year if acceptable proof of savings is available.

(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

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

(all accompanying documents must have required signatures)

*Sent Copy of Resolution 92-110 to Mark Murray 6-23-92.*

1992 JUN - 5 AM 8:19  
MULTNOMAH COUNTY  
OREGON  
CLERK OF COUNTY COMMISSIONERS

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of Amending Resolution 91-80 )  
establishing an Employee Suggestion System )

RESOLUTION  
# 92-110

(Language underlined is new)

WHEREAS, the policy of the County should be to encourage constructive suggestions from its employees by making cash awards or paid leave to those who submit cost saving suggestions; and

WHEREAS, suggestions should clearly state the problem, how the problem might be solved and the benefit that would be realized if the suggestion was adopted; and

WHEREAS, an Employee Suggestion System is morale-building and improves productivity; and

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners establishes an Employee Suggestion Committee by July 1, 1991. The Committee will be composed of two members from Local 88, one member from the Oregon Nurses Association, one member from the Deputy Sheriff's Association, one member from the Corrections Officer's Association, one member from the Prosecuting Attorney's Association, one member from Planning and Budget, one member from Board Staff and one member from the Chair's office; and

IT IS FURTHER RESOLVED that the committee will establish criteria for selection of suggestion that are submitted for consideration by the Board of County commissioners. Suggestions supported by a majority of the Committee will be forwarded to the Board of County commissioners for consideration. The Committee will meet bimonthly (or when deemed necessary) to review suggestions submitted by any employees; and

IT IS FURTHER RESOLVED THAT any implemented suggestion will result in an award by the Board to a maximum of 1% of the first year's financial savings to the County, not to exceed \$1,000. A choice of paid leave may be substituted for a comparable cash award. The award will be made as soon as is practicable, but not to exceed one year following implementation of the suggestion to the extent that the tangible direct savings or increase in revenue occur; and

BE IT FURTHER RESOLVED THAT the terms of the above resolution shall be applicable to any bargaining unit only upon execution of a memorandum of exception in accordance with the terms of the applicable collective bargaining agreement. Any such memorandum of exception agreement may be terminated upon thirty (30) days notice by the Board or the applicable bargaining agent; and

BE IT FURTHER RESOLVED THAT the results and actions by the Committee will be reviewed annually by the Board of County Commissioners.

Adopted this 18th day of June, 1992.



BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: Gladys McCoy  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

By: Lawrence Kressel

Lawrence Kressel  
County Counsel

Meeting Date: JUN 18 1992

Agenda No: R-16

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: Employee Suggestion - Committee Recommendation

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

DA-002 (copy attached)

DA-002 suggests raising discovery fees charged by the District Attorney's office. The DA's office recommends against this proposed suggestion based upon the "... additional strains on the indigent defense system."

(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

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

(all accompanying documents must have required signatures)

*Tabled - Sent Copy to Mark Murray 6-23-92.*

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 JUN - 5 AM 8:19

**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee suggestion Committee regarding)  
Employee Suggestion Number DA-002 )

RESOLUTION  
# \_\_\_\_\_

WHEREAS, the Board of County Commissioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

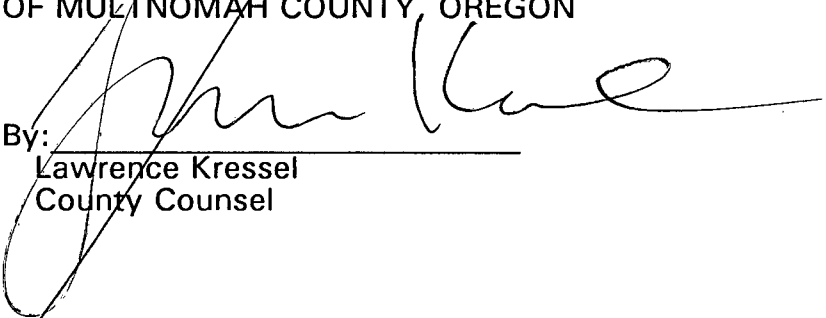
Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_.

BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: \_\_\_\_\_  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

By:   
\_\_\_\_\_  
Lawrence Kressel  
County Counsel



## MULTNOMAH COUNTY, OREGON

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**BOARD OF COUNTY COMMISSIONERS**

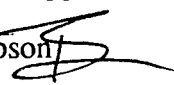
GLADYS McCOY  
PAULINE ANDERSON  
GARY HANSEN  
RICK BAUMAN  
SHARRON KELLEY

**PLANNING & BUDGET**

PORTLAND BUILDING  
1120 S.W. FIFTH - ROOM 1400  
P. O. BOX 14700  
PORTLAND, OR 97214  
PHONE (503)248-3883

---

TO: Mark Murray & the  
Employee Suggestion Committee

FROM: Tom Simpson 

DATE: January 9, 1992

SUBJECT: File Number DA-002

---

The file DA-002 suggests raising discovery fees charged by the District Attorney's office. The Suggestor proposes raising the fees for misdemeanor discovery \$2.00 (resulting in a \$5.00 minimum charge) and felony discovery \$3.00 (resulting in an \$8.00 minimum charge).

I have spoken with the DA's office about this and it is not a new topic. They have discussed raising these fees before and have not proceeded for one primary reason: while this fee increase would net the County additional money, it would put additional strains on the indigent defense system. Most of the people who request discovery materials are indigent. Their legal costs are paid from a indigent defense fund in Salem. This fund also pays for Legal Aid and their discovery costs. The DA's office admitted that such a fee increase as proposed would bring more money into the County (see below) but would only harm the entire fund. They have not pursued raising the fees for this reason.

As far as the potential increase funds for the County, the following may be of aid.

Total Discovery Fee budget in DA's Office .....	60,000
Amount of this from misdemeanors (75%) .....	45,000
Amount from felonies .....	15,000
Proposed increase in misdemeanor discovery fees (67%).....	\$30,150
Proposed increase in felony discovery fees (60%).....	\$9,000
TOTAL POTENTIAL INCREASE TO COUNTY .....	\$40,000





# MULTNOMAH COUNTY, OREGON

**COMMITTEE USE ONLY**

Date Received: 12-5-91

File No: SH DA-002

**EMPLOYEE SUGGESTION FORM****IMPORTANT: Please read the instructions on back before completing.**

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

**PRESENT METHOD, CONDITION, or PROBLEM:****Present Cost:**

\$3.00

misd.  
discovery

\$5.00 +

.25 per  
page after  
30 pgs.  
for  
felony

I think we are undercharging for police reports. Since everything is going up in price and crime is escalating costly, I suggest that we require lawbreakers to pay a larger share of these costs. Our Discovery area started charging for reports in 1987 and there has been no increase since. PPB charges \$10 per report so our low prices (listed to the right) are quite a bargain. I have been told by customers that other counties charge more for reports.

**Subtotal:****PROPOSED SOLUTION:****Estimated Cost:**

\$5.00

for misd./  
traffic  
discovery\$8.00 for  
felony  
discovery  
(continued  
charge of  
25¢ per  
page after  
30 pgs.)

As shown, in the right-hand margin, I suggest that we raise the price of misdemeanor and traffic discovery to \$5.00 and raise felony discovery to \$8.00 (an increase of \$.50). Since some lawyers are already used to paying the higher prices for reports, I don't think anyone would be too surprised at the increase.

**Subtotal:****Total Anticipated Savings(per year):****Type of Suggestion:**☐  
☐  
☐  
☐

Increased Efficiency  
Improved Methods  
Improved Service  
Improved Equipment

☒  
☐  
☐  
☐

Reduced Costs  
Waste Prevention  
Increased Worker Health and/or Safety  
Other - Please Specify

Date Submitted:

12-5-91

Request confidentiality:

YES

NO

Name of Suggestor:

Phone Number: (Optional)

348-3009

Dept/Div: (Optional)

DUI

Mailing Address: (Optional)

101/610

**PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: B/101, R/134**

Suggestor Signature:

Carol Dean

(OPTIONAL)

Meeting Date: JUN 18 1992

Agenda No: R-17

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: Employee Suggestion - Committee Recommendation

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

DHS-003 (copy attached)

DHS-003 addresses the use of County Sponsored Classes taught on County time-specifically Stress Management. Health and Benefits recommends continuing this practice (refer to attached information)

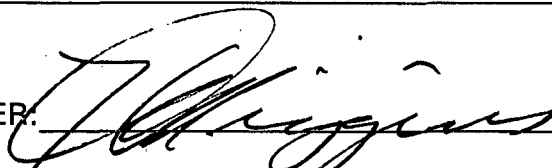
(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

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



(all accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 JUN - 5 AM 8:20

*Referred Back to the Committee. Sent Copy to Mark Murray 6-23-92.*

**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee suggestion Committee regarding)  
Employee Suggestion Number DHS-003 )

RESOLUTION  
# \_\_\_\_\_

WHEREAS, the Board of County Commisioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_.

BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: \_\_\_\_\_  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

By:   
\_\_\_\_\_  
Lawrence Kressel  
County Counsel



# MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 12-3-91

File No: DHS-003

## EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

### PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

I am very concerned about the use of County Sponsored Classes which are taught on County Time.

Let me cite an example. A "Stress Management Refresher" course is led by Jerry Brown of Cascade Counseling Center. The course description I am referring to describes a course that is a "refresher" for employees who have already completed the 6 Week stress management series.

The Cost of the course is listed as "free" to all County employees. "Free" is hardly an appropriate description of the cost of the course to Taxpayers. I say this because this class may be taken on county time. The aforementioned course runs for a total of 4 hours. When one figures in travel time, etc., it is conceivable that an employee may actually be off

Subtotal:

### PROPOSED SOLUTION:

his or her job for up to 6 hours to attend this course. The Costs for this are obviously dependent on the number of people participating and their salaries.

Estimated Cost:

Proposal: No class should be offered on County Time unless that class is directly related to that persons job (i.e. no stress classes, exercises classes, massage classes, basket weaving classes, women's self defense classes, etc. etc.).

I am appalled that I am paying tax dollars for employees to attend this type of class. This inappropriate use of tax payers money should end immediately. (OFFER THE CLASS OVER LUNCH)

This is Oregonian Material!

Subtotal:

Total Anticipated Savings(per year):

### Type of Suggestion:

- ☐ Increased Efficiency
- ☐ Improved Methods
- ☐ Improved Service
- ☐ Improved Equipment

- ☒ Reduced Costs
- ☐ Waste Prevention
- ☐ Increased Worker Health and/or Safety
- ☐ Other-Please Specify

Date Submitted:

Request confidentiality:

YES

NO

Name (Please print) (Optional)

Phone Number: (Optional)

248-5155

Dept/Div: (Optional)

HEALTH DIV

Mailing Address: (Optional)

620 NE 2ND AVE, GRESHAM OR 97030

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: 8/101, R/134

Suggestor Signature:

*[Signature]*

(OPTIONAL)



# MULTNOMAH COUNTY OREGON

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DEPARTMENT OF HUMAN SERVICES  
HEALTH DIVISION  
EAST COUNTY HEALTH CENTER  
620 N.E. 2ND  
GRESHAM, OREGON 97030  
(503) 248-5155

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

---

Note re costs;

For this one class; if 10 people sign up and their average hourly wage is 10.00 (probably a low estimate) and they are off work for a total of 5 hours (again a low estimate), the cost to the Taxpayers is \$500 for this one class.

This estimate does not even cover the cost of having other employees available to cover the other person's job while they are gone, etc.

# STRESS MANAGEMENT

## STRESS MANAGEMENT REFRESHER

led by Jerry Brown, M.S. of Cascade Counseling Center.

- *This class is designed as a refresher for employees who have previously completed the 6-week stress management class series.*
- Fee: Free to all Multnomah County employees. This 2-part class may be taken on County time. You must pre-arrange with your supervisor. Remind yourself of how to:
- Manage your body's response to stressful situations through techniques such as deep breathing, progressive relaxation, and mental imagery.
- Identify the sources of stress in your life and learn ways to cope with them, such as attitude management, self-affirmations, and improving self-esteem.
- Understand the physiological effects of diet and exercise habits on stress.

**TIME AND LOCATION: Thursdays, February 13 and 20, 8:30 to 10:30 a.m.**  
**Morrison Building, 2115 SE Morrison**  
**2nd Floor Conference Room**

Registration Deadline: February 7, 1992



## Massage for Relaxation

Learn the techniques professionals use. Join us on your own or with a partner.  
This five-week class covers head, neck, shoulders, back,  
arms, hands, legs and feet.

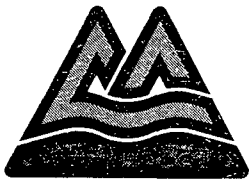
*Time:* 6:30 to 8:30 pm *Date:* Thursdays — January 9–February 6

*Location:* Mead Building, 421 S.W. Fifth, Room 740

*Fee:* \$35 per person, \$60 for two — payable to Mara Nesbitt, L.M.T.

To register use the form at the end of this schedule or call 292-2214.  
Limited enrollment.





# MULTNOMAH COUNTY OREGON

GLADYS MCCOY  
COUNTY CHAIR

EMPLOYEE SERVICES  
FINANCE  
LABOR RELATIONS  
PLANNING & BUDGET  
RISK MANAGEMENT

(503) 248-5015  
(503) 248-3312  
(503) 248-5135  
(503) 248-3883  
(503) 248-3797

PORTLAND BUILDING  
1120 S.W. FIFTH, 14TH FLOOR  
P.O. BOX 14700  
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS  
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR  
PORTLAND, OREGON 97202

## MEMORANDUM

TO: Mark Murray, Employee Suggestion Committee

FROM: Merrie Ziady, Health and Benefits Manager *mz*

DATE: January 29, 1992

SUBJECT: Suggestion to Discontinue Offering Stress Management Classes on County Time

Wendy and I wanted to respond to the suggestion that Stress Management Classes not be offered on work time as a cost savings measure. I hope you'll take into account these thoughts in opposition to the idea as you develop the case in favor of this suggestion. I've divided my response into three sections to address the major elements of the suggestion -- one, that the class should not be offered on work time since it is not directly related to the job; two, that costs savings are to be had by implementing this suggestion; and three, some "other considerations".

### 1. Relevance to the Job.

- An employee's work performance is affected by their perception of and ability to cope with stress. It is well documented in the literature that individuals who cannot manage stress effectively are less productive, cause more disturbance of work in their own worksite, use up more of their supervisor's time and are absent from the worksite more often than individuals who can manage stress. This is true whether the source of the stress is the worksite or not -- one way or the other, work performance is affected. The purpose of our classes, then, is to provide our employees with the knowledge and skills to cope more effectively with stress so they can function at work more effectively. Some of the skills taught in the class which are directly relevant to job performance include conflict resolution, time management, assertiveness and management of attitudes, perceptions, and expectations which can ease (or exaggerate, if not managed) stressors at work or at home.

- All employees who attend Stress Management classes must have their supervisor's permission to attend before registering for the class. Since coming under the purview of Health Promotion in 1984, there have been no complaints from supervisors regarding the length of the class; were coverage of work or the length of the series an issue, I'm sure we would have heard about it by now. In fact, we have calls from supervisors who want to get their employees in the class and/or have it offered at their worksite due to their concerns about the effect of stress on their employee's productivity.

## 2. Cost Savings.

- Any analysis of cost savings, to be fair, would have to go beyond just tallying the costs of instructor and participant time -- it would have to also assess the potential benefits which offset the cost. Potential benefits such as less absenteeism, less use of health benefits, less use of supervisor's time for individual help, less disruption of the productivity of coworkers, etc. -- all of which we can't provide figures for, but all or some of which may be making stress classes a real bargain. Preventing even one stress claim from being filed under Workers' Compensation saves an average of \$11,000 for the employer, according to average industry statistics. My point here is that mention should at least be made of these potential offsets, although they can't be quantified, when the costs are added up.

## 3. Other Considerations.

- There are compelling reasons beyond just a pure cost analysis to provide stress management classes on work time -- our employees are human beings who, especially since the passage of Ballot Measure 5, work in an arena -- the public sector -- which is traditionally underappreciated and often under attack. We can't expect to get the most from our employees if we can't support them in some ways from within the system. Providing stress management classes on work time is one simple and effective way to support our employees as they attempt to do their jobs with fewer resources. Both the County and our employees reap the benefits in this situation -- the employees because they learn valuable skills they can apply at work and because they feel their employer cares about them -- the County because the more satisfied and supported our employees are the more productive they will be. Our Employee Assistance Program's Director knows of no other worksite which offers Stress Management on the employee's time -- it's either not done at all or done on work time as the norm.
- Stress is a major problem in our workforce, as witnessed by statistics provided by our Employee Assistance Program -- more than 20% of all visits to the EAP are for stress problems. If we don't offer people group classes we may find that they'll go to the EAP individually for the same skills and information, and may end up using more County time than the classes take up.



Mark Murray  
January 29, 1992  
Page 3

- Since it came up at the first presentation of this idea to the Board, the only other class we offer on work time is "Preparing for the Drug Free Years", again at the request of the Board of County Commissioners.

4. An Alternative Option.

We have been considering condensing the Stress Management series somewhat -- it is now five meetings of two and a half hours and we have contemplated offering four three-hour sessions instead -- participants would then be away from the workplace one less morning.

We hope that our input will be given serious consideration, and we'd hope to be consulted further before such a decision is made. Please keep me posted on this, and we'd be happy to supply you with any other information you need.

1165H/MZ/js

Meeting Date: JUN 18 1992

Agenda No: R-18

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: Employee Suggestion - Committee Recommendation

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

DHS-004 (copy attached)

DHS-004 suggests refinements to the Library process for notification that books placed on hold are available for pick-up. Suggests that the client pay for the notification costs. The Library discourages acceptance of this suggestion.

(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

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

(all accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 JUN -5 AM 8:21

*Tabled. Sent copy to Mark Murray 6-23-92.*

**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee suggestion Committee regarding)  
Employee Suggestion Number DHS-004 )

RESOLUTION  
# \_\_\_\_\_

WHEREAS, the Board of County Commisioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_.

BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: \_\_\_\_\_  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

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

Lawrence Kressel  
County Counsel



# MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 1-8-92

File No: DHS-004

## EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

SEE ATTACHED

ESTIMATED PRESENT COST: \$7,540

Subtotal:

\$7,540

PROPOSED SOLUTION:

Estimated Cost:

SEE ATTACHED:

COSTS FOR CHANGE WOULD BE MINIMAL

CAN EASILY BE INCORPORATED INTO CURRENT SYSTEM

Subtotal:

0

Total Anticipated Savings(per year):

\$7,540

Type of Suggestion:

- ☒ Increased Efficiency
- ☒ Improved Methods
- ☒ Improved Service
- ☐ Improved Equipment

- ☒ Reduced Costs
- ☒ Waste Prevention
- ☐ Increased Worker Health and/or Safety
- ☐ Other—Please Specify

Date Submitted: 1/2/92	Request confidentiality: YES NO	Number of copies (Optional):
Phone Number: (Optional) 740-3800	Dept/Div: (Optional) HSD	Mailing Address: (Optional) 340 ZWP

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: B/101, R/134

Suggestor Signature: T. AKIYOSHI

(OPTIONAL)

Paul Iarrobino

Present Method, Condition, or Problem:

Currently, the County is paying for the postage incurred to library clients when notifying them that the books they have placed holds on are available for pick-up. Often times there are several of these generated to the same client during the same week. I feel that this is not cost-effective for the County for two reasons:

1. The client could pay for the postage cost, as this a special request.
2. These notifications could be mailed less frequently so that a client would receive one notification with two or three holds ready as opposed to receiving three separate notifications.

I have no idea how many of these notifications are generated, but from my personal experience, I have received several over the past year, often times receiving 3-4 per week, sometimes receiving a few the same day.

If, for example, the Library generated 500 per week @ .29 the total cost per year would be \$7,540. I would much rather see money like that go toward things more practical for the community like a part-time staff-position, the purchase of more books, cultural programming, etc.

Proposed Solution

1. Statements would not be issued as frequently, for example three times per week, ie; Mon. Wed. & Fri. This would require less staff-time, less wasted paper, and there would be less mail generated per week. Now, clients who have multiple holds would receive less mail but with two or more hold notices per contact.
2. The cost could be billed to the individual client. The current system bills the client for over due books. This could be done the same way. This would help the clients with multiple holds because they would be billed for less postage than if they were notified separately for each notification.
3. There are a lot of different variations that could be considered. For example, clients could be allowed a small amount of "freebies" per year, similar to calls made for local directory assistance.
4. The county could start notifying existing clients when they receive their current notifications of the new system as well as letting the entire community know through posters, flyers, bookmarks, etc.

# MULTNOMAH COUNTY LIBRARY



205 N.E. Russell Street • Portland, OR 97212-3708 • PHONE: (503)248-5402 • FAX: (503)248-5441

Ginnie Cooper, Director of Libraries

January 22, 1992

Paul Iarrobino  
HIV Outreach  
B340/2nd

Dear Mr. Iarrobino:

Thank you for your suggestions that we batch notification to members of the public for reserved items that are available for pick up and that we charge for this service.

We have considered both these options in the past and regularly re-examine all of our procedures for efficiency and cost.

We send notification of available reserves frequently for several reasons.

- Prompt notification of reserves, to those who are waiting for them, minimizes the amount of time that popular books spend sitting in the library waiting to be picked up. The more time these books spend waiting for pick up, the more copies we have to purchase to fill the demand for the title.
- Although you obviously are an exception, our research indicates that most people usually have no more than one reserve a week.

The Library does pre-sort the notices for mailing so that we usually pay less than full first class postage.

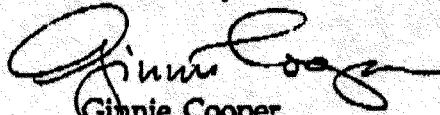
We view reserves as a basic part of our regular service that enable us to make the most use of the books in our collections, not as an extraordinary service. Some libraries do charge postage costs for this service, but we, at this time, do not. The costs to collect this small charge would be more than the amounts we would receive and to charge a larger fee for the service would mean depriving some members of the public of this basic service.

Albina • Belmont • Capitol Hill • Central Library • Gregory Heights • Gresham Regional • Hillsdale • Holgate • Hollywood • Midland  
North Portland • Old Town Reading Room • Rockwood • St. Johns • Sellwood-Moreland • Woodstock

that we batch notification to members of the public for reserved items that are available for pick up and that we charge for

We are planning to provide the public with the option of picking up reserves at the library or having the reserves mailed to their homes. Offering to mail reserves is a step to get books into people's hands quickly and as this would be an enhancement beyond basic service we would charge for it.

Sincerely,



Ginnie Cooper  
Director of Libraries

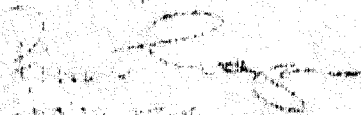
GCrg

MULTNOMAH COUNTY LIB.

P.03

We are planning to provide the public with the option of picking up reserves at the library or having the reserves mailed to their homes. Offering to mail reserves is a step to get books into people's hands quickly and as this would be an enhancement beyond basic service we would charge for it.

Sincerely,



Ginnie Cooper  
Director of Libraries

Meeting Date: JUN 18 1992

Agenda No: R-19

(Above space for Clerk's Office Use)

# AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

**Subject:** \_\_\_\_\_ **Employee Suggestion - Committee Recommendation** \_\_\_\_\_

**AGENDA REVIEW/  
BOARD BRIEFING**

## REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

**ACTION REQUESTED:**

INFORMATION ONLY

## POLICY DIRECTION

**X APPROVAL**

**ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes**

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN: ☒

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

ISD-001 (copies attached)

ISD-001 suggests installation of a light switch at the front door of building 327 to save electrical costs. This has already been accomplished, and we have verified the savings through Jim Munz.

(If space is inadequate, please use other side)

**SIGNATURES:**

ELECTED OFFICIAL: \_\_\_\_\_

Or

DEPARTMENT MANAGER: 

(all accompanying documents must have required signatures)

Sent copy of Resolution 92-111 to Mark Mannix 6-23-92.

BOARD OF  
CLAY COUNTY  
1992 JUN -5 AM 8 24  
MULTI-MEDIA COUNTY  
OREGON



**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee Suggestion Committee regarding)  
Employee Suggestion Number ISD-001. )

RESOLUTION  
# 92-111

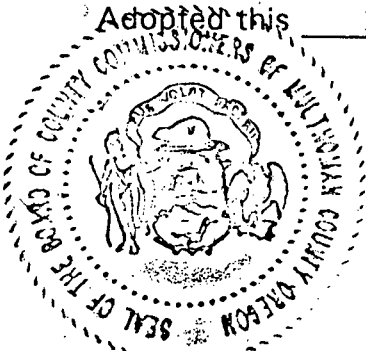
WHEREAS, the Board of County Commissioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this 18th day of June, 1992.



BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: Gladys McCoy  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

By: Lawrence Kressel  
Lawrence Kressel  
County Counsel



## MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 2/12/92

File No: ISD-001

## EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE.

IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

At ISD, the overhead lights are on when no one is present on the main floor. Per Jim Munz, "It costs several thousand dollars a year to keep the lights on when there is no one at home.... [It] is especially important [to turn the lights out] on weekends when the lights often burn 24 hours a day."

The present practice of using circuit breakers to control lighting has the following drawbacks:

1. Breakers can be intimidating. People do not want to turn off power to the wrong area.
2. Breakers wear out faster and are expensive to replace.
3. Breakers are not conveniently located for most employees.
4. Because breakers are the only way to turn off the lights, the lights are not being turned off.

WASTED ELECTRICITY

Subtotal:

5,000

PROPOSED SOLUTION:

Estimated Cost:

Install a light switch near the front door. Bruce, a county lead electrician, estimated a one time cost for parts and labor at \$900.

WASTED ELECTRICITY

Subtotal:

0

Total Anticipated Savings(per year): \$5,000

Type of Suggestion:

- ☐ Increased Efficiency  
☐ Improved Methods  
☐ Improved Service  
☐ Improved Equipment

- ☒ Reduced Costs  
☒ Waste Prevention  
☐ Increased Worker Health and/or Safety  
☐ Other-Please Specify \_\_\_\_\_

Date Submitted:

2/17/92

Request confidentiality:

YES

NO

Name of Suggestor: (please print) (Optional)

Jerry Buchanan

Phone Number: (Optional)

7-6068

Dept/Div: (Optional)

ISD

Mailing Address: (Optional)

327/1517

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: B/101, R/134

Suggestor Signature:

(OPTIONAL)

Meeting Date: JUN 18 1992

Agenda No: R-20

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: Employee Suggestion - Committee Recommendation

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

LIB-001 (copy attached)

LIB-001 suggests a better method for unloading books from book drops to improve employee health and safety. The Library indicated that they will explore the purchase of the suggested employee assistance devices.

(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

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

(all accompanying documents must have required signatures)

BOARD OF  
CLERK COUNTY  
JUN 18 1992  
MULTNOMAH COUNTY  
OREGON

*Copy of Resolution 92-112 sent to Mark Murray 6-23-92*

**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee Suggestion Committee regarding)  
Employee Suggestion Number LIB-001. )

RESOLUTION  
# 92-112

WHEREAS, the Board of County Commissioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this 18th day of June, 1992.



BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: Gladys McCoy  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

By: Lawrence Kressel  
Lawrence Kressel  
County Counsel



# MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 2-3-92

File No: 458-061

## EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

THE BOOK DROPS AT MOST-- IF NOT ALL-- MULT. CTY. LIBRARY BRANCHES ARE DESIGNED IN SUCH A WAY THAT EMPTYING THEM REQUIRES THE EMPLOYEE TO WORK ON THEIR KNEES, AT EACH EMPTYING THE EMPLOYEE IS ON THEIR KNEES TO LIFT THE BOOKS UP FROM THE FLOOR TO PLACE ON A BOOKCART OR CARRY TO A NEARBY COUNTER. THIS REPETITIVE KNEE-TO-STANDING-TO-KNEE MOVEMENT CAN OCCUR FROM 5 TO 9 TIMES PER EMPTYING OF BOOK DROP. IN ADDITION THE BOOK DROP IS EMPTIED 3 TO 5 TIMES BEFORE THE MCL BRANCH OPENS TO THE PUBLIC.

Subtotal:

PROPOSED SOLUTION:

Estimated Cost:

\$79.94

IT IS MY SUGGESTION THAT EACH MCL BRANCH HAVE ONE PAIR OF KNEE PADS FOR EMPLOYEES USAGE WHEN EMPTYING THE BOOK DROP.

SALEM INSTALLATION, 1205 SE GIDEON, PORTLAND, OR. 97202 232-9990 OFFERS A SINGLE STRAP, RUBBER KNEE PAD @ \$5.71 A PAIR FOR TEN PLUS PAIRS. MULT. CTY. HAS AN ESTABLISHED CHARGE ACCOUNT WITH THIS SUPPLIER.

TOTAL COST FOR KNEE PADS FOR BRANCHES ONLY (14) = \$79.94

THIS IS A MINIMAL PRICE TO PAY FOR EMPLOYEE HEALTH + SAFETY.

Subtotal:

Total Anticipated Savings(per year):

Type of Suggestion:

- ☒ Increased Efficiency
- ☒ Improved Methods
- ☐ Improved Service
- ☐ Improved Equipment

- ☐ Reduced Costs
- ☐ Waste Prevention
- ☒ Increased Worker Health and/or Safety
- ☐ Other--Please Specify

Date Submitted:

1-21-92

Request confidentiality:

YES

NO

Name of Suggestor: (please print) (Optional)

VICKI ROTSTEIN

Phone Number: (Optional)

248-5382

Dept/Div: (Optional)

BELMONT LIBRARY

Mailing Address: (Optional)

317/ BEL

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC AT: B/101, R/134

Suggestor Signature:

Vicki Rotstein

(OPTIONAL)



**MEMORANDUM**

---

TO: Employee Suggestion Committee

FROM: Margaret Epting, Support Services Manager *Margaret Epting*

DATE: February 20, 1992

SUBJECT: Employee Suggestion

---

Thank you for passing on to us the suggestion to your committee to purchase knee pads for library employees who must work on their knees when they empty bookdrops.

We think this is an excellent suggestion, and will explore the purchase of knee pads for each of our fourteen branch libraries.

Meeting Date: JUN 18 1992

Agenda No: R-21

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: Employee Suggestion - Committee Recommendation

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

OVL-001 (copy attached)

OVL-001 suggests a better system for assuring that changes in insurance/benefits be documented and communicated to payroll and benefits to reduce unnecessary payment of premiums. Benefits suggest instituting a pilot project to investigate. (refer to attached information)

(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

DEPARTMENT MANAGER: 

(all accompanying documents must have required signatures)

*Sent Copy of Resolution 92-113 to Mark Murray 6-23-92.*

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 JUN - 5 AM 8:23

**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee Suggestion Committee regarding)  
Employee Suggestion Number \_\_OVL-001\_\_ )

RESOLUTION  
# 92-113

WHEREAS, the Board of County Commissioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this 18th day of June, 1992.



BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: Gladys McCoy  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

By: Lawrence Kressel  
Lawrence Kressel  
County Counsel





# MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 2-13-92

File No: OK-001

## EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

### PRESENT METHOD, CONDITION, or PROBLEM:

#### Present Cost:

Open payment by the county on health / dental insurance premiums. dependant on # of employees not currently signed up for their health

#### Example:

When in the course of doing the budget, my supervisor asked me my about my choice of health providers and how many were included on my coverage. I was divorced (single) and had been for 2 yrs. The county however was paying my premiums at the family rate I had once had. When I divorced I had turned

#### Subtotal:

### PROPOSED SOLUTION:

#### Estimated Cost:

Yearly verification form sent to all county employees. This could be sent along with the "open enrollment form" now being sent out.

could be a savings

Actually I would like to see a verification form sent out yearly that would not only take care of this costly problem but would also contain a lot of critical information to both the employee and the county. For example: Beneficiaries, extra insurance coverage carried or not carried

#### Subtotal:

### Total Anticipated Savings(per year):

#### Type of Suggestion:

- ☒ Increased Efficiency
- ☒ Improved Methods
- ☒ Improved Service
- ☐ Improved Equipment

- ☒ Reduced Costs
- ☒ Waste Prevention
- ☐ Increased Worker Health and/or Safety
- ☐ Other - Please Specify

Date Submitted: 2-7-92	Request confidentiality: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	Name of Suggestor: (please print) (Optional) NANCY VAN METRE
Phone Number: (Optional) X 2788	Dept/Div: (Optional)	Mailing Address: (Optional) 106/1430

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: B/101, R/134

Suggestor Signature:

Nancy Van Metre  
(OPTIONAL)

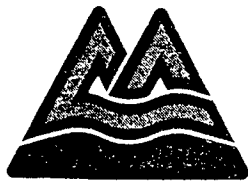
termination of

CREDIT METHOD, CONDITION, OF PROBLEM

into payroll a new W-4 form declaring my new exemption status. I assumed at that point that I had done what was necessary by me and that any other changes would be then made by payroll.

Since no health premiums come out of my own paycheck I never noticed.

In my case the county was paying about \$3,000.00 more per year than necessary.



# MULTNOMAH COUNTY OREGON

GLADYS MCCOY  
COUNTY CHAIR

EMPLOYEE SERVICES  
FINANCE  
LABOR RELATIONS  
PLANNING & BUDGET  
RISK MANAGEMENT

(503) 248-5015  
(503) 248-3312  
(503) 248-5135  
(503) 248-3883  
(503) 248-3797

PORTLAND BUILDING  
1120 S.W. FIFTH, 14TH FLOOR  
P.O. BOX 14700  
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS  
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR  
PORTLAND, OREGON 97202

## MEMORANDUM

TO: Mark Murray, Employee Suggestion Committee

FROM: Merrie Ziady, Employee Health and Benefits Manager *mz*

DATE: March 5, 1992

SUBJECT: Employee Suggestion Regarding Benefits Enrollment Information

I have reviewed the employee suggestion attached to your letter of February 19, 1992 with regard to the idea of sending to all employees an annual verification of enrollment eligibility for the medical/dental plans to eliminate paying premiums/claims on ineligible people.

The suggestion is a good one and could potentially result in savings to Multnomah County. Becky Steward, the Benefits Specialist who handles enrollment, agrees that a problem exists, and at least some ineligible employee dependents are being carried on our plans. The basic problem is as follows:

Employees are given the opportunity to enroll in a medical/dental plan when they are hired, along with eligible dependents. Subsequently, they may add eligible dependents at open enrollment each year or within 30 days of a new eligibility, e.g., a new spouse or birth of a baby. If a dependent is no longer eligible under the plan eligibility requirements, employees should notify the County immediately. For example, in a divorce situation, the employee would ask the County to remove the ex-spouse from the coverage. Since we are not tracking employees' marriages and/or divorces, we depend on the employee to provide the information.

In the majority of cases, employees do notify the County when dependents are no longer eligible for coverage. However, as stated in the employee suggestion, if proper notification does not occur, the result may be continued coverage for ineligible dependents. Under the current system, some safeguards exist. For example, both ODS and Kaiser monitor dependent age. Once a dependent becomes too old (21 or 23, depending on plan), he or she is automatically dropped from the plan and the employee is notified. The ODS claims filing process also provides a checkpoint as it asks the claimant for eligibility status, i.e., spouse, dependent child. Furthermore, since we are self-insured, we do not pay a monthly premium;

rather, we pay claims as they occur. The likelihood of an ineligible dependent or spouse seeking reimbursement under the plan is fairly small. Under Kaiser, however, we would continue to pay premiums whether or not the ineligible dependent used the system, thus incurring inappropriate costs.

In the recent enrollment for Exempt employees, we asked all Exempt employees to complete new enrollment forms. One objective was to update our records and ensure that employees had listed only the eligible dependents they wished to cover. The result was two-fold, some employees added dependents, others deleted ineligible dependents.

In one instance, an employee continued to carry an ineligible dependent and took this opportunity to remove him from coverage. Because the employee was a Kaiser participant, the County had been paying a two-party monthly premium of \$222.82 instead of a one-party premium of \$111.41. If this kind of error occurs, for example, over a six month period, the loss to the County would be \$668. Developing a system that more effectively prevents errors such as described above makes good sense.

The solution submitted to the Employee Suggestion Committee, that is: annual verification of enrollment, might improve the process. However, we are not currently set up to efficiently provide such verification. The MSA Payroll/Personnel system does not currently have dependent information. Becky Steward, Benefits Specialist, has researched the system and reports that the capability does exist, at least for the inclusion of first names only. Before automatic verification of enrollment notices could be produced, we would have to input dependent information for 3,200 employees from printouts provided by ODS, Kaiser, and DentaCare, which would be a fairly time-intensive task.

Verification notices could be produced manually at this time, consisting of a form letter on which dependent information would be transferred by hand from the printouts produced by ODS, Kaiser, and DentaCare.

Since we don't really know how extensive the problem is, my recommendation would be to "pilot" the idea on a small subsection of employees, using the manually produced verification notice. If significant numbers of errors showed up, then we might have more justification for automating dependent information or manually producing verification notices for all County employees.

An alternative or supplement to the proposal would be to emphasize more clearly to employees their role and responsibility in ensuring that the County does not incur inappropriate and excess liability or costs. For most employees, it is simply an unintentional oversight. Nevertheless, reinforcing the idea of individual responsibility in containing health care costs is important, regardless of who "pays the bill".

Mark Murray  
March 5, 1992  
Page 3

Participants who pay a portion of the premium, such as part-time employees, retirees, or employees on leave are more careful about deleting ineligible dependents as there is a direct effect on the pocketbook. Premium sharing, such as the ONA unit has just bargained, will also impact the problem and reduce the potential for errors. A small penalty for failing to notify the County when a dependent becomes ineligible might also impact the problem.

With regard to the suggestion made about supplying practical information such as supplemental life insurance amounts carried or beneficiary information, such a process would be, for the most part, a manual operation, as such information is maintained in paper files, not on the MSA system. MSA allows us to report individually whether or not supplemental life is carried, but does not define the amount. However, every five years when an employee moves into a higher age bracket with higher premium costs, he or she is notified by mail of the change in rates and the amount of life insurance in effect. Life insurance beneficiaries are maintained on 3 x 5 cards in Benefits, and PERS beneficiary information is forwarded to PERS.

In short, the idea deserves more consideration and perhaps a pilot research project as I mentioned. There is definitely room for improvement in the process but to make those improvements would initially require considerable staff time, as well as an increase in staff hours over the long run. A pilot project might provide information that indicates whether the potential savings justify the increased staff time.

For your information, about six hours of staff time were devoted to researching and supplying this information to you.

I hope this information is helpful to your process. Please let me know if I can be of further assistance. Thank you.

1257H/MZ/js

c: Curtis Smith  
Becky Steward

Meeting Date: JUN 18 1992

Agenda No: R-22

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: Employee Suggestion - Committee Recommendation

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

SHF-001 (copy attached)

SHF-00<sup>1</sup><sub>2</sub> suggests eliminating yellow "post-it" notes. An alternative is to utilize used computer paper. Anticipated annual savings: \$15,000 - 20,000.

(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

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

(all accompanying documents must have required signatures)

*Tabled until Sheriff Task Force Report. Sent Copy to Mark Murray  
6-23-92.*

BOARD OF  
COUNTY COMMISSIONERS  
1992 JUN - 5 AM 8:19  
MULTNOMAH COUNTY  
OREGON

**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee suggestion Committee regarding)  
Employee Suggestion Number SHF-001 . )

RESOLUTION  
# \_\_\_\_\_

WHEREAS, the Board of County Commisioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

**THEREFORE BE IT RESOLVED THAT:**

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_.

BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: \_\_\_\_\_  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

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

Lawrence Kressel  
County Counsel



# MULTNOMAH COUNTY, OREGON

**COMMITTEE USE ONLY**

Date Received: 11-19-91

File No: SHE-001

**EMPLOYEE SUGGESTION FORM**

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

**PRESENT METHOD, CONDITION, or PROBLEM:****Present Cost:**

Currently, we are using yellow "post-it" notes in the office on a daily basis - there are no-doubt quite costly. If the County is "serious" about reducing costs, then I suggest the following:

Unknown

**Subtotal:****PROPOSED SOLUTION:****Estimated Cost:**

Instead of using post-it "notes", use extra unused computer paper. It takes only a few minutes to cut up some into smaller pieces, and use the paper clips we already have to attach our notes to files or whatever.

This type of conservation would help cut the costs of paper products dramatically. I'm sure some people would be quite upset by this loss, but we all need to pull together! It would also look good to the general public knowing that we work hard to keep costs down.

Unsure - somewhere in the area of

\$15 to \$20,000 a year (?)  
(do not have access to info.)

Thank you -

**Subtotal:****Total Anticipated Savings(per year):****Type of Suggestion:**

- ☐ Increased Efficiency  
☐ Improved Methods  
☐ Improved Service  
☐ Improved Equipment

- ☒ Reduced Costs  
☐ Waste Prevention  
☐ Increased Worker Health and/or Safety  
☐ Other - Please Specify \_\_\_\_\_

Date Submitted:

11-14-91

Request confidentiality:

YES

NO

Phone Number: (Optional)

248-4530

Dept/Div: (Optional)

CORRECTIONS

Mailing Address: (Optional)

Records/JAIL 119-209 Justice Center

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: B/101, R/134

Suggestor Signature:

Pamela Kaufman  
(OPTIONAL)



Meeting Date: JUN 18 1992

Agenda No: R-23

(Above space for Clerk's Office Use)

## AGENDA PLACEMENT FORM

(For Non-Budgetary Items)

Subject: Employee Suggestion - Committee Recommendation

AGENDA REVIEW/  
BOARD BRIEFING

REGULAR MEETING

DEPARTMENT Chair DIVISION Employee Suggestion Comm.

PERSON(S) MAKING PRESENTATION Mark Murray

### ACTION REQUESTED:

   INFORMATION ONLY

   POLICY DIRECTION

  X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN:   X  

**BRIEF SUMMARY:** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

SHF-002 and ANON-003 (copies attached)

SHF-002 and ANON-003 address apparent paper waste within the Sheriff's Department/Hansen Building. Sheriff Skipper indicates that a committee to evaluate the perceived problem may be appropriate.

(If space is inadequate, please use other side)

### SIGNATURES:

ELECTED OFFICIAL: \_\_\_\_\_

Or

DEPARTMENT MANAGER: 

(all accompanying documents must have required signatures)

1992 JUN - 5 AM 8:20  
MULTNOMAH COUNTY  
OREGON

*Tabled until Sheriff Task Force Report. Sent Copy to Mark Murray 6-23-92.*

**RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation )  
of the Employee Suggestion Committee regarding)  
Employee Suggestion Number SHF-002. )

RESOLUTION  
# \_\_\_\_\_

WHEREAS, the Board of County Commisioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_.

BOARD OF COUNTY  
COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By: \_\_\_\_\_  
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL  
OF MULTNOMAH COUNTY, OREGON

By:   
\_\_\_\_\_  
Lawrence Kressel  
County Counsel



# MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 1/10/92

File No: SHF-002

## EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE.

IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

unknown

See attached

Subtotal:

unknown

PROPOSED SOLUTION:

Estimated Cost:

See attached

Subtotal:

Total Anticipated Savings(per year):

unknown

Type of Suggestion:

- ☒ Increased Efficiency
- ☒ Improved Methods
- ☐ Improved Service
- ☐ Improved Equipment

- ☒ Reduced Costs
- ☒ Waste Prevention
- ☐ Increased Worker Health and/or Safety
- ☐ Other-Please Specify \_\_\_\_\_

The current problem is the amount of paper being wasted in the Hansen Building Mail/Copy Center. Also being wasted is the person's time who is assigned to work in the Mail/Copy Center. In my opinion, the distribution of various documents needs to be reviewed. I think there may be several areas where the distribution could be reduced.

Specifically, as a non-sworn employee in a clerical/support position, I see no reason why I should receive training information regarding 9mm weapons training, operation of the 1991 Caprice patrol vehicles (3 pages), etc. I think there are other employees in similar positions who receive information that does not apply to their respective jobs/duties. I cannot say that this information does not interest them, but myself personally, I do not want this type of information distributed to me. I know it would be impossible to make sure each person received only information which interested them, but some of this paperwork definitely does not apply to one's position or work. This is just one example of the type of information that I receive that I think is inappropriate. There may be others that could be sent to the unit only or posted within the building.

One other (maybe more easily solved) problem with the Training Memorandums/Bulletins is that they are printed on pink paper. This is not even recyclable! What a terrific waste even if you did want to receive the information; after reading it, chances are you would throw it away.

#### Possible solution:

There are several bulletin boards located at the Hansen Building and, in my opinion, it would make more sense for the non-sworn personnel, who may be interested in this type of information, to get it from there. At the very least, an office such as the one I work in (clerical/support) should be given only one copy of the information and it would be the responsibility of the manager/supervisor to post or distribute it. Distribution of other informative types of documents is directed to each unit, not to each individual.

Another possible solution is to ensure that creators of certain documents are aware of the proper distribution of them, since they direct the Mail/Copy Center on how they would like them distributed.



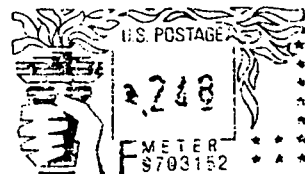
**Multnomah County  
Sheriff's Office**

12240 NE GLISAN ST., PORTLAND, OREGON 97230

ROBERT G. SKIPPER  
SHERIFF

MCSO SPOUSES NEWSLETTER

PREFORMED  
POSTAGE



*Mailing label  
was here*



# **Multnomah County Sheriff's Office**

**ROBERT G. SKIPPER**  
SHERIFF

12240 N.E. GLISAN ST., PORTLAND, OREGON 97230

(503) 255-3600

## **MCSO SPOUSE'S NEWSLETTER**

A small group gathered for the Spouse's January meeting to watch a video and hear Sheriff Skipper and Chaplain Stelle talk on the current happenings in the Sheriff's Office.

---

**\*\*HELP\*\***

**\*\*HELP\*\***

**\*\*HELP\*\***

**\*\*HELP\*\***

We are asking for HELP! Anyone who would like to help with:

The mailing of the newsletters  
The monthly meeting refreshments and/or planning  
Service projects such as Snow-Cap and the Christmas projects  
The picnic in the summer

Please call: Ilona Skipper at 663-3115  
Let her know if you are available during the day or evenings.

---

All members of the Sheriff's Office (not just spouses) are welcome at the monthly meetings.

---

### **February 10th Meeting**

**7:00 pm**

**Hansen Building, upstairs in Room 200**

**CPR DEMONSTRATION - INCLUDING INFANTS**

#### **UPCOMING EVENTS:**

- ✓ March 9th - D.A.R.E.
- ✓ April 13th - Fingerprinting

Daily bulletins

one per unit, not several as are being distributed now. That is what clip boards, read & initial boards are for. These are generally informational in nature anyway (someone had a baby, got married, otherwise). Some depts are getting several (supv are for whatever reason—they can copy their own if so inclined as the rest of us can).

Training Bulletins

generally these do not pertain to units with mostly clerical staff or combined at that. Combined staffs could receive ONE for clip board, etc. Those that feel a need for more such as patrol, etc perhaps several for: read & initial, clip board. those required to acknowledge do so on read & initial anyone can make their own copies

Personnel changes, transfers, etc

copies(1) to those members it affects, and one to that dept besides the usual members file, personnel, etc. In other words, we don't all need to know when someone changes shifts in another "realm"; that piece of info could be capsulized into a Daily that we all read anyway.

Colored paper

since we do not really have a recycling system yet and the white paper is being stored for pick up some day, do away with colored paper for distribution. It besides being costly, doesn't "copy" very well and doesn't recycle well right now.

Bulletins Boards

utilize them to their fullest capabilities; we are all basically interested in bulletin boards just

(2) solution

select a committee from MCSO to look into the situation, give them guidelines, timelines to have this completed and have resolution presented to committee or to member working on it to present it to committee (Member being Alyson)



RECEIVED  
MULTNOMAH COUNTY

1992 FEB 20 AM 7:54

SHERIFF'S EXECUTIVE OFFICE

## MULTNOMAH COUNTY, OREGON

---

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY, CHAIR  
PAULINE ANDERSON  
GARY HANSEN  
RICK BAUMAN  
SHARRON KELLEY

EMPLOYEE SUGGESTION COMMITTEE  
PORTLAND BUILDING  
1120 S.W. FIFTH STREET  
B/106, R/1400  
PORTLAND, OR 97204  
PHONE (503)248-3883

---

TO: R. Skipper, Sheriff  
Multnomah County

FROM: Employee Suggestion Committee

DATE: February 19, 1992

SUBJECT: Employee Suggestion

---

Robert,

We have received more than two suggestions addressing the perceived use of paper, employee time and therefore County funds. The area of concern seems to be with the reproduction and distribution of bulletins, information, etc. both internal to department personnel, and external.

Before the committee can adequately respond to the specific suggestions we would appreciate your input. Enclosed are copies of the suggestions. We respectfully request that you respond to us by the close of business Thursday, March 5, 1992. Our next scheduled meeting is Friday, March 6, 1992.

If you have questions or concerns, please contact Mark Murray on extension 6266.

Thanks you for your consideration and support.

Sincerely,

Employee Suggestion Committee





# Multnomah County Sheriff's Office

12240 N.E. GLISAN ST., PORTLAND, OREGON 97230

ROBERT G. SKIPPER  
SHERIFF

(503) 255-3600

## MEMORANDUM

---

TO: EMPLOYEE SUGGESTION COMMITTEE

FROM: BOB SKIPPER, Sheriff *BS*

DATE: March 2, 1992

SUBJECT: EMPLOYEE SUGGESTION

---

In regards to your two suggestions addressing perceived use of paper. It has been the experience of this agency that by involving family members in activities associated with this office, makes for a more healthy and understanding family. This equates to fewer employee problems to include stress claims, and reduced sick time.

I will be most happy to apppoint a committee to look at the entire paper distribution both internal and external within MCSO, but as stated I WILL SELECT THE COMMITTEE.

RGS/gp



1/27/92 CONFIDENTIAL SUGGESTION

## MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 2-3-92

File No: ANON-003

## EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

## PRESENT METHOD, CONDITION, or PROBLEM:

Currently the mult Co Spouses group send out mailers(see attached) **Present Cost:** approx \$168 each mailing to apparently ALL Sheriff's office personnel; spouse or not as I have recd 3 since July 1991, the last being recently. Along with non-spouses receiving these, the same info is printed not once but several times for all to see in the MCSO DAILY REPORTS, so the info is duplicated several times over. Seems a waste of time/money. Taxpayers money--This group is NOT job related, therefore should not be paid for by tax payers. The time spent on this has been (in the past at least) been the burden of some of our employees also(drafting the picnic notice, printing it, etc as I was told by one of the members who had to drop everything to do this "important task" If all of our employees who work out of the Sheriff's office receive these, and it appears they do, that is over 700 members x.24 ea mailing-totaling \$168.00. that times 3 I have recd is \$504.00 in postage, not counting OUR peoples time, machinery used, etc.

**Subtotal:**

\$168 plus

## PROPOSED SOLUTION:

STOP all mailings from coming out of COUNTY budget-STOP all unnecessary mailings to people not covered by this group(someone had to go thru our roster and pick out all the names of members, spouses or not)This is also invasion of privacy. If a non-profit group of this kind wishes to exist, they should adhere to the "rules of the game"--DO THEIR OWN WORK; SPEND THEIR OWN MONEY

**Estimated Cost:**

paper,man power,labels copy machine maintenance, etc

The fact that it is printed in our Daily reports should be enough but if it is not, have the committee spend THEIR own funds for THEIR projects;use THEIR own personnel and leave ours to do the job that was intended-to serve the County and its people to the best that they can.

average mailing--one every 2 mos =\$168x6=\$1008

Not a great deal to be saved as compared to other suggestions  
but a start in the RIGHT direction

**Subtotal:**

\$1008 plus

**Total Anticipated Savings(per year):**

Type of Suggestion:

- ☐ Increased Efficiency  
☐ Improved Methods  
☐ Improved Service  
☐ Improved Equipment

- ☒ Reduced Costs  
☒ Waste Prevention  
☐ Increased Worker Health and/or Safety  
☐ Other--Please Specify \_\_\_\_\_

Suggest: any monetary donation for award be presented to Human Solutions/Jan Savidge/#669-1408

Date Submitted: 1/27/92

Request confidentiality:  
YES XXX NO

Name of Suggestor: (please print) (Optional)

Phone Number: (Optional)

Dept/Div: (Optional)

Mailing Address: (Optional)

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: B/101, R/134

Suggestor Signature: \_\_\_\_\_

-/- MCD

1/27/92--this is front page of a 2 page flyer sent out by MCSO  
this is only one of 3 recd by myself in last several months--the last being about  
the "spousal meeting"

I am not a spouse at this time nor have been for some time-I resent receiving these and other mailings-----For reason of confidentiality, The mail label was "whited out!"..... as you can plainly see, the postage was .24 and if this is the case and each and everyone of us in the MCSO, spouse or not, receives one and there are presently over 700 of us working for the County thru the Sheriff's office, then the postage alone would come to approx \$168.00. Again, I have received 3 of these type letters since last July, at the approx cost to the county of \$504.00 for all of us to receive them. That is not the only cost bearable to the County--there is paper, copy machine maintenance, someone to do this (on at least one such occasion-the PICNIC) this was accomplished by one of the persons on the Spouse committee coming into Bldg 313, having someone in Word Processing drop what he/she was doing and draft up the letter, print it out, copy it, etc. ALL of this to the expense of the County for a function that appears to be non-job related to the County taxpayers. This monetary burden, along with the time involved by OUR members should be turned back to such committee and have THEM do their own work; use THEIR own funds; use THEIR own time; use THEIR own personnel

323

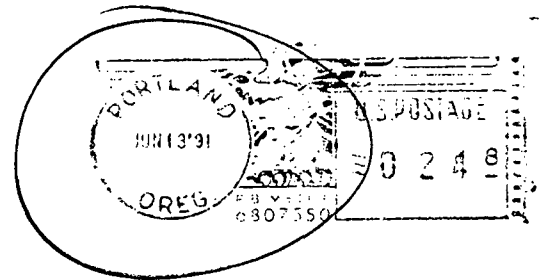


**Multnomah County  
Sheriff's Office**

1 NE GLISAN ST., PORTLAND, OREGON 97230

RT G. SKIPPER  
SHERIFF

PRESORTED  
FIRST-CLASS



Mailing label  
was here



# **Multnomah County Sheriff's Office**

12240 N.E. GLISAN ST., PORTLAND, OREGON 97230

ROBERT G. SKIPPER  
SHERIFF

(503) 255-3600

**Summer is in the air and it's that time of year for a picnic!** The Multnomah County Sheriff's Office Spouse Group (MCSOS) is pleased to announce that there will be a picnic at Blue Lake Park, on July 13, 1991 from 10:00am to dusk. This potluck picnic is for **ALL** employees and volunteers and their families.

**Details are as follows:**

1. Blue Lake Park is at 223rd and Blue Lake Rd. or Blue Lake Rd. and Marine Dr.
2. We will picnic in sections 12 and 13.
3. Please bring a main dish, and salad or dessert, and table service for your family. Pop and coffee will be provided.
4. Softball diamond is scheduled from 10:00am to 2:00pm. (Please bring your own mitt)
5. Basketball, volleyball, swimming, and horseshoes all day--equipment is available at the park.
6. Games for kids ages 2-12.
7. No alcohol is allowed in the park.
8. No pets are allowed in the park or in cars.
9. \$3.00 per car at the gate to park.

If you should need additional information, please call one of the people listed below. We are looking forward to meeting everyone, so please make every effort to attend.

---

Karen and Jim Thacker 235-0741  
Hilary and Lars Snitker 626-4915  
Cheryl and Tom Sawyer 666-1567

-3- recd  
(#2 Thrown away)

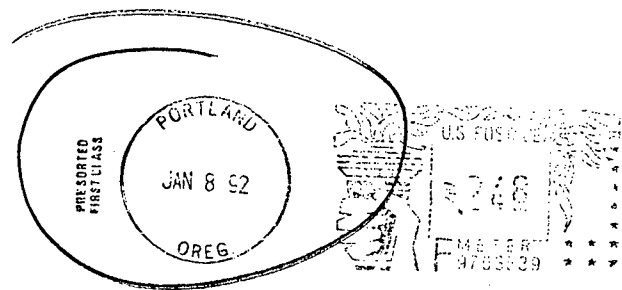
MCSO SPOUSES NEWSLETTER



**Multnomah County**  
**Sheriff's Office**

12240 NE GLISAN ST., PORTLAND, OREGON 97230

ROBERT G. SKIPPER  
SHERIFF



MAILING LABEL  
went here



# ***Multnomah County Sheriff's Office***

12240 N.E. GLISAN ST., PORTLAND, OREGON 97230

ROBERT G. SKIPPER  
SHERIFF

(503) 255-3600

## **MCSO SPOUSES NEWSLETTER**

The December meeting was very successful, with 85 children who met Deputy McSafe, and then talked to Santa.

Also in December, the MCSO Spouses took five donated, used Cabbage Patch dolls, and three other dolls, cleaned them up, gave them new hair styles, and new clothes. These were then given to the YWCA for distribution to the Transition School Project..

Canned food was collected at our December meeting, and given to Snow-CAP. Several spouses helped with the Spaghetti Dinner for Snow-CAP.

## **January 13th Meeting**

**7:00 pm**

**WHAT'S HAPPENING AT THE SHERIFF'S OFFICE**  
(and overview of the Sheriff's Office  
with speakers and video tape)

### **Coming Events:**

February 10th - CPR demonstration, including infants  
March 9th - D.A.R.E.  
April 13th - Fingerprinting