

**ANNOTATED AGENDA FOR THE
MEETING OF THE
BOARD OF COMMISSIONERS**

Thursday, May 27, 2010

Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

Budget Work Session #5

Chair Jeff Cogen called the meeting to order at 1:07 p.m. with Vice-Chair Diane McKeel and Commissioners Deborah Kafoury, Barbara Willer, and Judy Shiprack present.

Also in attendance were Karyne Kieta, Budget Director, and Marina Baker, Assistant Board Clerk.

1. Central Citizen Budget Advisory Committee (CBAC). Presenter: Brad McLean, Chair, Central CBAC.

Mr. McLean spoke on behalf of Central CBAC and provided the Board with Countywide budget recommendations. He responded to Board questions and comments. The Board thanked him for his input.

2. Nondepartmental (NOND) CBAC. Presenter: Sherry Willmschen, Chair, NOND CBAC.

Ms. Willmschen spoke on behalf of the NOND CBAC and provided the Board with a number of budget recommendations and comments on the additions to this department. She responded to Board questions and comments. The Board thanked her for her input.

3. Citizen Involvement Committee (CIC). Presenter: Brad McLean.

Mr. McLean explained that the CIC is fundamental to building trust and accountability in government and discussed how they work to engage the public in Multnomah County Government.

4. Non-Departmental FY 2011 Budget Overview. Presenter: Julie Neburka, Senior Budget Analyst.

Ms. Neburka explained that the NOND budget contains programs and functions that are not a part of other County departments. These entities provide Countywide oversight, advice, support, or accounting for corporate obligations. The FY 2011 NOND budget (excluding the IT budget) is \$155,901,423 with an increase of 15.64 full-time employees (FTE) from FY 2010. She discussed programs funded by the County General Fund, the

Federal and State Fund, the Risk Fund, and several others. She reviewed the day's agenda and responded to Board questions and comments.

5. Chair's Office Initiatives.

a. Office of Diversity & Equity. Presenter: Jana McClellan, Chief Operating Officer, Chair's Office.

Ms. McClellan explained that the Office of Diversity & Equity (ODE), which was formally budgeted in the Department of Community Management (DCM) and had 2.0 FTE in FY 2010, is now NOND with 4.0 FTE and is directed by the Chair's Office. ODE demonstrates the Chair's commitment to diversity and equity and leads the re-organization and advancement of diversity and equity initiatives focusing on creating an internal framework. A national search for a leader with a proven track record for directing ODE is currently under way. Ms. McClellan responded to Board questions and comments.

b. Office of Sustainability. Presenter: Marissa Madrigal, Chief-of-Staff, Chair's Office.

Ms. Madrigal explained that the Office of Sustainability, which was formally budgeted in DCM and had 2.0 FTE in FY 2010, is now NOND and is directed by the Chair's Office. In addition to those 2.0 FTE, in FY 2011, Sustainability will have a one-time-only (OTO) recycling position to work on the County's goal to reduce solid waste costs. This position will be re-evaluated before next year's budget. Sustainability will also have two OTO Food Security positions. One position provides tech support and urban agriculture for vulnerable populations, and the other deals with food policy and designs and implements policy change to improve food security. Ms. Madrigal responded to Board questions and comments.

c. Working Smart Initiative. Presenter: Jana McClellan.

Ms. McClellan spoke about the FY 2010-13 Working Smart Administrative Review priorities, which include integrating SAP, the County's enterprise resource planning system, with the Information Technology (IT) department; implementing Contract Action Team recommendations; work space optimization; and business process re-engineering (BPR) to increase efficiency in internal and administrative services. In FY 2011, Working Smart will conduct an employee survey, have 1.0 OTO FTE, and continue implementing the administrative review priorities and BPR with focus on continuous improvement. Ms. McClellan responded to Board questions and comments.

d. Government Relations Office. Presenter: Marissa Madrigal.

Ms. Madrigal explained that the Government Relations Office works to implement Board directed changes and supports the Board's legislative agenda. In FY 2010, this office

had 1.0 FTE, but the FY 2011 budget will add one additional FTE to increase year-round lobbying capacity. Ms. Madrigal responded to Board questions and comments.

6. Auditor's Office. Presenter: Steve March, County Auditor.

Dr. March explained that the Auditor's Office mission is to ensure that County government is efficient, effective, equitable, transparent, and fully accountable. This is primarily done through performance audits of County operations and financial affairs. They also conduct studies to measure and improve the performance of County efforts, and sometimes provide non-audit services with the same goal of performance improvement. Additionally, the Auditor's Office is assigned staffing of the Audit Committee for the external auditor, which is currently Moss Adams LLP, and under the County's Charter, they also staff the Salary Commission. The Auditor's budget for FY 2011 is \$1.292M, which is 100% from the General Fund and is within constraint limits, and their FTE is 8.13. He provided a breakdown of his office's budget and spoke about the audits and reports they've released or plan to release. He discussed his office's accomplishments, challenges, and changes. Dr. March responded to Board questions and comments.

7. Public Affairs Office (PAO). Presenter: Althea Milechman, Public Affairs Manager.

Ms. Milechman spoke about PAO's vision to inform and engage, and mission to increase the public's participation and confidence in County government and to enhance awareness of County services. She spoke about accomplishments, projects they're working on, and emerging trends, such as social media and online videos. She explained that PAO will continue to monitor emerging technologies, improve internal communications, support lobbying efforts, enhance their newsroom, etc. Ms. Milechman responded to Board questions and comments.

8. Office of Emergency Management (EM). Presenter: Dave Houghton, Director, Office of EM.

Mr. Houghton spoke about EM's mission to coordinate and support the efforts of local government to mitigate, prepare for, respond to and recover from natural and human caused emergencies and disasters. He discussed EM's accomplishments, ongoing projects, changes/updates, and challenges ahead. He responded to Board questions and comments.

9. Local Public Safety Coordinating Council (LPSCC). Presenters: Peter Ozanne, Director, LPSCC & Elizabeth Davies, Public Safety System Analyst.

Mr. Ozanne discussed LPSCC's monthly meetings, which are held to encourage the active participation of Countywide leadership, to foster close collaboration in the development and operation of public safety operations and policies and to promote

coordinated, data-driven public safety operations and policies. He discussed LPSCC's accomplishments, projects, changes, and challenges ahead. Mr. Ozanne and Ms. Davies responded to Board questions and comments.

10. Overview. Presenter: Karyne Kieta, Budget Director.

Ms. Kieta reviewed upcoming Budget Work Sessions and Public Hearings and responded to Board questions and comments.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:28 p.m.

Submitted by:
Lynda J. Grow, Board Clerk,
Marina Baker, Assistant Board Clerk and
Shirley Luo, Intern
Board of County Commissioners
Multnomah County