

BEFORE THE BOARD OF COUNTY COMMISSIONERS

MULTNOMAH COUNTY, OREGON

Ordinance No. 536

An Ordinance relating to the establishment of a Finance Committee.

Multnomah County ordains as follows:

SECTION 1. ESTABLISHMENT OF COMMITTEE

A Finance Committee is hereby established.

SECTION 2. PURPOSE

The purpose of this Committee includes the development and review of financial policy and management.

SECTION 3. DUTIES OF THE COMMITTEE

To accomplish its purposes, the Committee shall perform the following duties:

- A. Recommend a multi-year financial plan that forecasts revenues and expenditures for all County programs.
- B. Review and recommend new programs that offer opportunities to increase economy and efficiency in County operations.
- C. Review periodic budget reports that track the budget both from a financial perspective and program operations.
- D. Recommend financial policies.
- E. Recommend a multi-year capital improvement program.
- F. Review and monitor current procedures to ensure the existence of an effective financial system with appropriate internal controls.

- G. Maintain overview responsibilities for external audits.
- H. Perform audit response and implementation functions including ensuring that timely and appropriate corrective measures are implemented to resolve audit comments.
- I. Other financial matters referred by the Board.

#### SECTION 4. MEMBERSHIP AND STRUCTURE

Membership on the Committee shall consist of five persons, including:

- A. Two members of the Board of Commissioners, to be appointed on an annual basis by the Presiding Officer of the Board, or the Chair of the Board. The Presiding Officer/Chair of the Board may appoint him or her self to one of these positions.
- B. County Executive (pending seating of new Board Chair).
- C. One administrative department director, to be appointed by the County Executive/Chair of the Board.
- D. Budget Officer.

#### SECTION 5. STAFFING

Staff will be provided by County Executive or, after January 1, 1987, the Chair of the Board.

#### SECTION 6. PROCEDURAL REQUIREMENTS

The Committee shall observe the following procedural requirements:


- A. The Chair of the Committee will be elected by the Committee.
- B. Minutes will be taken for each meeting.

- C. Meetings will be scheduled at least once each calendar quarter.
- D. The Committee will act on consensus.
- E. Members may not appoint others to represent them on the Committee.
- F. A quorum of members is required for the Committee to take any action.
- G. Meetings shall be open to the public.
- H. Rules of order may be adopted by the Committee.

ADOPTED this 16th day of October, 1986, being the date of its second reading before the Board of County Commissioners of Multnomah County.

BOARD OF COUNTY COMMISSIONERS

(SEAL)


By   
Presiding Officer

AUTHENTICATED this 17th day of October, 1986.

By   
Dennis Buchanan  
County Executive

APPROVED AS TO FORM:

JOHN B. LEAHY, COUNTY COUNSEL  
FOR MULTNOMAH COUNTY, OREGON

By   
Peter Kasting  
Assistant County Counsel

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