



Multnomah County Oregon

## Board of Commissioners & Agenda

connecting citizens with information and services

### BOARD OF COMMISSIONERS

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**AUGUST 11 & 13, 2009**

### BOARD MEETINGS

#### FASTLOOK AGENDA ITEMS

Pg 2	9:00 a.m. Tuesday Executive Session
Pg 2	9:30 a.m. Thursday Opportunity for Public Comment on non-agenda matters
Pg 3	9:30 a.m. Thursday Approving Reimbursement to County for County Sponsored Projects from Title III Funding for FY09 and Authorizing Expenditures for FY10
Pg 3	9:35 a.m. Thursday Appropriating \$487,279 from the ARRA: Edward Byrne Memorial Justice Assistance Grant Program
Pg 3	9:40 a.m. Thursday CCFC Mission and Vision Statement and CCFC/Poverty Action Council's SUN Service System Anti-Poverty Services Assessment Report
<b>The August 25 and August 27, 2009 Board Meetings are Cancelled</b>	

Thursday meetings of the Multnomah County Board of  
Commissioners are cable-cast live and taped and may  
be seen by Cable subscribers in Multnomah County at  
the following times:

#### (Portland & East County)

Thursday, 9:30 AM, (LIVE) Channel 30

Sunday, 11:00 AM Channel 30

#### (East County Only)

Saturday, 10:00 AM, Channel 29

Tuesday, 8:15 PM, Channel 29

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Tuesday, August 11, 2009 - 9:00 AM  
Multnomah Building, Sixth Floor Commissioners Conference Room 635  
501 SE Hawthorne Boulevard, Portland

## **EXECUTIVE SESSION**

- E-1 The Multnomah County Board of Commissioners will meet in Executive Session pursuant to ORS 192.660(2) (d)(e) and/or (h). Only representatives of the news media and designated staff may attend. News media and all other attendees are specifically directed not to disclose information that is the subject of the Executive Session. Final decisions are decided in public Board meetings. Presented by County Attorney Agnes Sowle. 15-55 MINUTES REQUESTED.
- 

Thursday, August 13, 2009 - 9:30 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

### **CONSENT CALENDAR - 9:30 AM**

#### **DEPARTMENT OF COUNTY MANAGEMENT**

- C-1 BUDGET MODIFICATION DCM-01, Reclassifying One Position in the Division of Assessment, Recording, and Taxation, as Determined by the Class/Comp Unit of Central Human Resources

#### **DEPARTMENT OF HEALTH**

- C-2 BUDGET MODIFICATION HD-01 Authorizing Seven Position Re-Classifications within Various Divisions of the Health Department as Determined by the Class/Comp Unit of Central Human Resources

### **REGULAR AGENDA**

#### **PUBLIC COMMENT - 9:30 AM**

Opportunity for Public Comment on non-agenda matters. Testimony is limited to three minutes per person. Fill out a speaker form available in the Boardroom and turn it into the Board Clerk.

**DEPARTMENT OF COUNTY MANAGEMENT – 9:30 AM**

- R-1 RESOLUTION Approving Reimbursement to the County for County Sponsored Projects from Title III Funding for Fiscal Year 2009 and Authorizing Expenditures for Fiscal Year 2010

**SHERIFF'S OFFICE – 9:35 AM**

- R-2 BUDGET MODIFICATION MCSO-01 Appropriating \$487,279 from the American Recovery and Reinvestment Act: Edward Byrne Memorial Justice Assistance Grant (JAG) Program

**COMMISSION ON CHILDREN, FAMILIES AND COMMUNITY – 9:40 AM**

- R-3 Presentation of the Commission on Children, Families and Community (CCFC) Mission and Vision Statement and Presentation of the CCFC/Poverty Action Council's SUN Service System Anti-Poverty Services Assessment Report. Presented by Carla Piluso, Diane Cohen-Alpert and Joshua Todd. 30 MINUTES REQUESTED.

**BOARD COMMENT**

Opportunity (as time allows) for Commissioners to provide informational comments to Board and public on non-agenda items of interest or to discuss legislative issues.



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (revised 09/22/08)

### Board Clerk Use Only

Meeting Date: 08/11/09  
Agenda Item #: E-1  
Est. Start Time: 9:00 AM  
Date Submitted: 08/05/09

**Agenda Title:** Executive Session Pursuant to ORS 192.660(2)(d),(e)and/or(h)

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: August 11, 2009 Amount of Time Needed: 1 hr  
Department: Non-Departmental Division: County Attorney  
Contact(s): Agnes Sowle  
Phone: 503 988-3138 Ext. 83138 I/O Address: 503/500  
Presenter(s): Agnes Sowle and Invited Others

### General Information

1. What action are you requesting from the Board?  
No final decision will be made in the Executive Session.
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.  
Only representatives of the news media and designated staff are allowed to attend. Representatives of the news media and all other attendees are specifically directed not to disclose information that is the subject of the Executive Session.
3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.  
ORS 192.660(2)(d),(e)and/or(h)
5. Explain any citizen and/or other government participation that has or will take place.

### Required Signature

Elected Official or  
Department/  
Agency Director:

Date: 08/05/09



## MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

APPROVED : MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-1 DATE 8-13-09  
ANA KARNES, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 08/16/09  
Agenda Item #: C-1  
Est. Start Time: 9:30 AM  
Date Submitted: 07/28/09

### BUDGET MODIFICATION: DCM - 01

Agenda Title:	<b>BUDGET MODIFICATION DCM-01, Reclassifying One Position in the Division of Assessment, Recording, and Taxation, as Determined by the Class/Comp Unit of Central Human Resources</b>
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*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date:	<u>August 13, 2009</u>	Amount of Time Needed:	<u>Consent Calendar</u>
Department:	<u>County Management</u>	Division:	<u>Assessment &amp; Taxation</u>
Contact(s):	<u>Debra Anderson</u>		
Phone:	<u>503-988-6355</u>	Ext.	<u>86355</u>
	I/O Address:		<u>503/1</u>
Presenter(s):	<u>N/A (Consent)</u>		

### General Information

#### 1. What action are you requesting from the Board?

The department is requesting Board approval of a budget modification authorizing the reclassification of one position in the Division of Assessment, Recording, and Taxation (DART).

#### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

The Department of County Management requests Board approval of a reclassification for the following position that was approved by the Central Class Comp Unit:

<u>Position Title (Old)</u>	<u>Position Title (New)</u>	<u>Position Number</u>	<u>FTE</u>
A&T Technician 3	Tax Exemption Specialist	705169	No FTE Change

DART asked the Central Class Comp Unit to examine the duties of this position. After review of duties, Class Comp has reclassified to the position identified above. As the tax laws have become

more complex DART management has seen an increasing need for compliance auditing of exempt accounts. The work load has changed and the program is in need of an additional Tax Exemption Specialist level position. Because a vacant position is being reclassified for this work, this is not considered reorganization, but a reclassification due to changes in business need.

This vacant position was originally budgeted for FY 2010 in Program Offer 72037-Customer Service (.75 FTE) and 72038 County Clerk Functions (.25 FTE). This budget modification transfers the vacant position to Program Offer 72043- Special Programs. No immediate changes in performance measures on the current program offers are anticipated by this reclassification.

**3. Explain the fiscal impact (current year and ongoing).**

Budget modification detail is attached. The reclassification request is being accomplished within current resources for FY 2010. Salary and fringe costs will increase by \$14,132 during this fiscal year for this position. Materials and Services, and Temp Staffing are being reduced by the same amount to cover the increase. Ongoing expenses for this position will be absorbed within the DART budget.

**4. Explain any legal and/or policy issues involved.**

This position been reviewed by the Classification/Compensation Unit and has been re-classed.

**5. Explain any citizen and/or other government participation that has or will take place.**

None required.

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## ATTACHMENT A

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### Budget Modification

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If the request is a **Budget Modification**, please answer all of the following in detail:

- **What revenue is being changed and why?**

No revenues change.

- **What budgets are increased/decreased?**

The DART budget is adjusted to increase personnel expenses and reduce materials and supplies in the same amount, for no net change.

- **What do the changes accomplish?**

The changes allow DART to recruit for and hire a newly classified position

- **Do any personnel actions result from this budget modification? Explain.**

Yes. An A&T Technician position is reclassified to a Tax Exemption Specialist position.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

No changes.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

N/A

- **If a grant, what period does the grant cover?**

- **If a grant, when the grant expires, what are funding plans?**

<p><i>NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense &amp; Revenues Worksheet and/or a Budget Modification Personnel Worksheet.</i></p>
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## ATTACHMENT B

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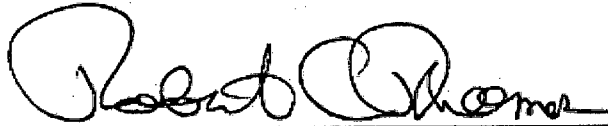
**BUDGET MODIFICATION: DCM - 01**

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### Required Signatures

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**Elected Official or  
Department/  
Agency Director:**



**Date:** 07/28/09

**Budget Analyst:**

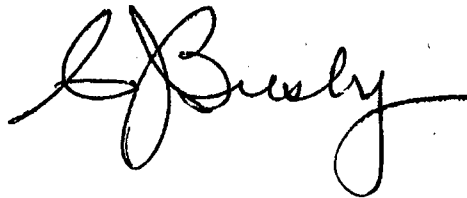


**Date:** 07/28/09

**Department HR:**

**Date:**

**Countywide HR:**



**Date:** 07/27/09



Budget Modification ID: **DCM 01****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
1	72-30	1000	72037	20		706209		60000	410,115	375,507	(34,608)		Decrease Base Pay
2	72-30	1000	72037	20		706209		60100	54,403	44,594	(9,809)		Decrease Temporary
3	72-30	1000	72037	20		706209		60130	121,311	111,299	(10,012)		Decrease Salary Related
4	72-30	1000	72037	20		706209		60135	4,526	3,710	(816)		Decrease NB Fringe
5	72-30	1000	72037	20		706209		60140	138,166	127,515	(10,651)		Decrease Ins Benefits
6	72-30	1000	72037	20		706209		60145	2,258	1,851	(407)	(66,303)	Decrease NB Ins
7	72-30	1000	72038	20		706207		60000	56,889	45,353	(11,536)		Decrease Base Pay
8	72-30	1000	72038	20		706207		60130	16,709	13,372	(3,337)		Decrease Salary Related
9	72-30	1000	72038	20		706207		60140	18,401	14,851	(3,550)	(18,423)	Decrease Ins Benefits
10	72-30	1000	72043	20		706402		60000	449,542	506,015	56,473		Increase Base Pay
11	72-30	1000	72043	20		706402		60130	131,256	147,633	16,377		Increase Salary Related
12	72-30	1000	72043	20		706402		60140	139,675	154,651	14,976	87,826	Increase Ins Benefits
13	72-30	1000	72041	20		706202		60260	3,700	600	(3,100)	(3,100)	Decrease Travel & Training
14										0			
15	72-10	3500		20		705210		50316		(368)	(368)		Increase Ins Revenue
16	72-10	3500		20		705210		60330		368	368		Increase Ins Expenditure
17										0			
18										0			
19										0			
20										0			
21										0			
22										0			
23										0			
24										0			
25										0			
26										0			
27										0			
28										0			
29										0			
											0	0	Total - Page 1
											0	0	GRAND TOTAL

**ANNUALIZED PERSONNEL CHANGE**Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
1000	6452	65481	706209	A&T Technician 3	705169	(0.75)	(36,429)	(10,539)	(11,212)	(58,180)
1000	6452	61802	706207	A&T Technician 3	705169	(0.25)	(12,143)	(3,513)	(3,737)	(19,393)
1000	6045	62739	706402	Tax Exemption Specialist	705169	1.00	59,445	17,239	15,764	92,448
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						0.00	10,873	3,187	815	14,875

**CURRENT YEAR PERSONNEL DOLLAR CHANGE**Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
1000	6452	65481	706209	A&T Technician 3	705169	(0.71)	(34,608)	(10,012)	(10,651)	(55,271)
1000	6452	61802	706207	A&T Technician 3	705169	(0.24)	(11,536)	(3,337)	(3,550)	(18,423)
1000	6045	62739	706402	Tax Exemption Specialist	705169	0.95	56,473	16,377	14,976	87,826
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.00	10,329	3,028	775	14,132



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (Budget Modification)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-2 DATE 8-13-09  
ANA KARNES, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 08/13/09  
Agenda Item #: C-2  
Est. Start Time: 9:30 AM  
Date Submitted: 07/30/09

**BUDGET MODIFICATION: HD-10-01**

**BUDGET MODIFICATION HD-01 Authorizing Seven Position Re-  
Agenda Classifications within Various Divisions of the Health Department as  
Title: Determined by the Class/Comp Unit of Central Human Resources**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: August 13, 2009 Amount of Time Needed: N/A - Consent  
Department: Health Department Division: Multiple  
Contact(s): Lester A. Walker - Budget & Finance Manager  
Phone: (503) 988-3663 Ext. 26457 I/O Address: 167/2/210  
Presenter(s): N/A (Consent Agenda)

### General Information

**1. What action are you requesting from the Board?**

Approval of staffing adjustments resulting from the re-classification of seven positions. These changes will not impact the Health Department's total FTE for FY 2010.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

1. Reclassify a 1.0 Finance Technician to a 1.0 Finance Specialist 1 in the Business Services division of the Health Department. Class Comp approved reclassification on 5/20/2009 with an effective date of 11/20/2008 (reclass # 1243). New duties and responsibilities have been added to this position in order to meet the increased demands in the work unit due to downsizing and restructuring. The duties of this position include creating requisitions/release orders, auditing invoices for approvals, accounting assignment and SAP coding, researching and correcting files/data when errors occur, and performing routine account reconciliation. This change impacts program offer 40040 Business and Quality – Accounting and Financial Services.
2. Reclassify a 1.0 Program Development Specialist to a 1.0 Program Coordinator in the Integrated Clinical Services division of the Health Department. Class Comp approved reclassification on 1/09/2009 with an effective date of 1/09/2009 (reclass # 1133). This position is responsible for

ensuring that MultiCare Dental is in compliance with Medicaid and the State DHS contract and performance requirements as well as all applicable laws, rules, and regulations. This position focuses on managing the quality assurance program and processes, coordination member service, and monitoring provider contracts. This change impacts program offer 40017 Dental Services.

3. Reclassify a 0.80 Community Health Nurse to a 0.80 Mental Health Consultant in the Integrated Clinical Services division of the Health Department. Class Comp approved reclassification on 3/11/2009 with an effective date of 7/01/2009 (reclass # 1189). The mental health program within Corrections Health is streamlining service delivery which requires reorganization. The resulting new position will provide direct services of assessment, crisis intervention, counseling case management, and discharge planning for the mentally ill client population in jail. This change impacts program offer 40051C Corrections Health – MCIJ Dorms 14 and 15.
  4. Reclassify a 1.0 Community Health Nurse to a 1.0 Mental Health Consultant in the Integrated Clinical Services division of the Health Department. Class Comp approved reclassification on 3/11/2009 with an effective date of 7/01/2009 (reclass # 1189). The mental health program within Corrections Health is streamlining service delivery which requires reorganization. The resulting new position will provide direct services of assessment, crisis intervention, counseling case management, and discharge planning for the mentally ill client population in jail. This change impacts program offer 40051D Corrections Health – MCIJ Dorms 16 and 17.
  5. Reclassify a 1.0 Procurement Analyst to a 1.0 Finance Specialist 2 in the Business Services division of the Health Department. Class Comp approved reclassification on 5/27/2009 with an effective date of 7/01/2009 (reclass # 1184). The essential job functions of this position include developing and implementing auditing systems; performing standard and non-standard fiscal transaction, preparing a variety of detailed periodic and annual management reports, and preparing and analyzing performance data in comparison to benchmarks and standards. This change impacts program offer 40040 Business and Quality – Accounting and Financial Services.
  6. Reclassify a 0.30 Program Supervisor to a 0.30 Community Health Nurse in the Integrated Clinical Services division of the Health Department. Class Comp approved reclassification on 4/03/2009 with an effective date of 7/01/2009 (reclass # 1234). This new position will design, implement, and evaluate training and education programs regarding staff development and clinical skill building in the Primary Care program unit. The position has no direct staff to supervise but does require a BS in nursing, 5 years of clinical experience, and experience in staff education development and training. This change impacts program offer 40043 Quality Assurance.
  7. Reclassify a 0.80 Program Development Technician to a 0.80 Research/Evaluation Analyst 1 in the Program Design and Evaluation Services unit of the Health Department. Class Comp approved reclassification on 6/02/2009 with an effective date of 12/02/2008 (reclass # 1264). This position is responsible for data collection, project coordination, and assistance with the dissemination of research results to programs, partners and the scientific community. This change impacts program offer 40035 Health Planning and Evaluation.
- 3. Explain the fiscal impact (current year and ongoing).**  
Decreased personnel costs for FY10 are offset by increases in professional services.
- 4. Explain any legal and/or policy issues involved.**  
N/A
- 5. Explain any citizen and/or other government participation that has or will take place.**  
N/A

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## ATTACHMENT A

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### Budget Modification

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If the request is a Budget Modification, please answer all of the following in detail:

- What revenue is being changed and why?

No change in revenues.

- What budgets are increased/decreased?

The Health Department's budget will have the following changes:

- Permanent personnel budget will decrease by \$9,883.
- Salary related expense budget will increase by \$137.
- Insurance benefits budget will decrease by \$741.
- Professional Services will increase by \$10,487.

These changes will have no financial impact on the budget and do not change the Health Department's total FTE.

- What do the changes accomplish?

Change of classification of positions 700129, 705936, 702089, 702915, 701343, and two new position (position number to be determined) to better fit the duties of those positions within the Health Department as determined by the Class/Comp Unit of Central Human Resources.

- Do any personnel actions result from this budget modification? Explain.

1. Reclassify a 1.0 Finance Technician to a 1.0 Finance Specialist 1 in the Business Services division of the Health Department.
2. Reclassify a 1.0 Program Development Specialist to a 1.0 Program Coordinator in the Integrated Clinical Services division of the Health Department.
3. Reclassify a 0.80 Community Health Nurse to a 0.80 Mental Health Consultant in the Integrated Clinical Services division of the Health Department.
4. Reclassify a 1.0 Community Health Nurse to a 1.0 Mental Health Consultant in the Integrated Clinical Services division of the Health Department.
5. Reclassify a 1.0 Procurement Analyst to a 1.0 Finance Specialist 2 in the Business Services division of the Health Department.
6. Reclassify a 0.30 Program Supervisor to a 0.30 Community Health Nurse in the Integrated Clinical Services division of the Health Department.
6. Reclassify a 0.80 Program Development Technician to a 0.80 Research/Evaluation Analyst 1 in the Program Design and Evaluation Services unit of the Health Department.

- How will the county indirect, central finance and human resources and departmental overhead costs be covered?

N/A

- Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?

N/A

- If a grant, what period does the grant cover?

N/A

- If a grant, when the grant expires, what are funding plans?

N/A

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## ATTACHMENT B

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**BUDGET MODIFICATION: HD-10-01**

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### Required Signatures

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**Elected Official or  
Department/  
Agency Director:**

*Jillian Shirley / w2*

**Date:** 07/24/09

**Budget Analyst:**

*Angela Burdine*

**Date:** 07/30/09

**Department HR:**

*Celeste De La Garza*

**Date:** 07/22/09

/s/ Celeste De La Garza

**Countywide HR:**

*Joi E. Orr*

**Date:** 07/15/09

Budget Modification ID: **HD-10-01****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center						
1	40-50	1000	40051	30		405760	60000	2,008,330	1,998,447	(9,883)		Decrease Permanent Personnel
2	40-50	1000	40051	30		405760	60130	686,391	686,528	137		Increase Salary Related Expenses
3	40-50	1000	40051	30		405760	60140	571,358	570,617	(741)		Decrease Insurance Benefits
4	40-50	1000	40051	30		405760	60170	876,766	887,253	10,487		Increase Professional Services
5												
6	72-10	3500	40035A	20		705210	50316	-	741	741		Insurance Revenue
7	72-10	3500	40035A	20		705210	60330	-	(741)	(741)		Offsetting Transaction
8												
9												
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										0	0	GRAND TOTAL

**ANNUALIZED PERSONNEL CHANGE**Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED				
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL	
1000	6027	61223	409150	Finance Tech	700129	(1.00)	(44,641)	(12,946)	(14,654)	(72,241)	1243
1000	6027	61223	409150	Finance Specialist 1	700129	1.00	44,641	12,946	14,654	72,241	1243
26000	6021	TBD	46250-00-26000	Program Dev. Specialist	TBD	(1.00)	(50,292)	(15,827)	(15,078)	(81,197)	1133
26000	6022	TBD	46250-00-26000	Program Coordinator	TBD	1.00	50,292	15,827	15,078	81,197	1133
1000	6315	63185	405760	Community Health Nurse	705936	(0.80)	(58,430)	(16,945)	(15,688)	(91,063)	1189
1000	6365	63185	405760	Mental Health Consultant	705936	0.80	54,038	17,006	15,359	86,403	1189
1000	6315	63185	405760	Community Health Nurse	702089	(1.00)	(73,038)	(21,181)	(16,784)	(111,003)	1189
1000	6365	63185	405760	Mental Health Consultant	702089	1.00	67,547	21,257	16,372	105,176	1189
1000	6112	61223	409150	Procurement Analyst	702915	(1.00)	(48,776)	(14,145)	(14,964)	(77,885)	1184
1000	6030	61223	409150	Finance Specialist 2	702915	1.00	48,776	14,145	14,964	77,885	1184
32240	9361	TBD	4CA112-1	Program Supervisor	TBD	(0.30)	(21,248)	(6,162)	(17,348)	(44,758)	1234
32240	6315	TBD	4CA112-1	Community Health Nurse	TBD	0.30	21,248	6,162	17,348	44,758	1234
32165	6020	65261	4SA66-1	Program Development Technician	701343	(0.30)	(13,806)	(4,004)	(4,427)	(22,237)	1264
32165	6020	65261	4SA66-1	Research/Evaluation Analyst 1	701343	0.30	13,806	4,004	4,427	22,237	1264
32014	6085	65261	4SA38	Program Development Technician	701343	(0.50)	(23,010)	(6,673)	(7,379)	(37,062)	1264
32014	6085	65261	4SA38	Research/Evaluation Analyst 1	701343	0.50	23,010	6,673	7,379	37,062	1264
										0	
										0	
				TOTAL ANNUALIZED CHANGES		0.00	(9,883)	137	(741)	(10,487)	

**CURRENT YEAR PERSONNEL DOLLAR CHANGE**Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR				
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL	
1000	6027	61223	409150	Finance Tech	700129	(1.00)	(44,641)	(12,946)	(14,654)	(72,241)	1243
1000	6027	61223	409150	Finance Specialist 1	700129	1.00	44,641	12,946	14,654	72,241	1243
26000	6021	TBD	46250-00-26000	Program Dev. Specialist	TBD	(1.00)	(50,292)	(15,827)	(15,078)	(81,197)	1133
26000	6022	TBD	46250-00-26000	Program Coordinator	TBD	1.00	50,292	15,827	15,078	81,197	1133
1000	6315	63185	405760	Community Health Nurse	705936	(0.80)	(58,430)	(16,945)	(15,688)	(91,063)	1189
1000	6365	63185	405760	Mental Health Consultant	705936	0.80	54,038	17,006	15,359	86,403	1189
1000	6315	63185	405760	Community Health Nurse	702089	(1.00)	(73,038)	(21,181)	(16,784)	(111,003)	1189
1000	6365	63185	405760	Mental Health Consultant	702089	1.00	67,547	21,257	16,372	105,176	1189
1000	6112	61223	409150	Procurement Analyst	702915	(1.00)	(48,776)	(14,145)	(14,964)	(77,885)	1184
1000	6030	61223	409150	Finance Specialist 2	702915	1.00	48,776	14,145	14,964	77,885	1184
32240	9361	TBD	4CA112-1	Program Supervisor	TBD	(0.30)	(21,248)	(6,162)	(17,348)	(44,758)	1234
32240	6315	TBD	4CA112-1	Community Health Nurse	TBD	0.30	21,248	6,162	17,348	44,758	1234
32165	6020	65261	4SA66-1	Program Development Technician	701343	(0.30)	(13,806)	(4,004)	(4,427)	(22,237)	1264
32165	6020	65261	4SA66-1	Research/Evaluation Analyst 1	701343	0.30	13,806	4,004	4,427	22,237	1264
32014	6085	65261	4SA38	Program Development Technician	701343	(0.50)	(23,010)	(6,673)	(7,379)	(37,062)	1264
32014	6085	65261	4SA38	Research/Evaluation Analyst 1	701343	0.50	23,010	6,673	7,379	37,062	1264
										0	
										0	
				TOTAL ANNUALIZED CHANGES		0.00	(9,883)	137	(741)	(10,487)	





Department of County Management  
**MULTNOMAH COUNTY OREGON**  
Human Resources

Multnomah Building  
501 SE Hawthorne, Suite 400  
Portland, Oregon 97214  
(503) 988-5015 Phone  
(503) 988-3009 Fax

**To:** Cindy Henderson, Health Department – Business Operations, x25450  
**From:** Melanie Stagnitti, Classification & Compensation Unit 503/4  
**Date:** May 20, 2009  
**Subject:** Reclassification Request #1243 (Finance Specialist 1) *MS*

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: March 25, 2009  
Current Classification: Finance Tech  
Job Class Number: 6027  
Pay Grade: 14

Position Number: 707707  
Requested Classification: Finance Specialist 1  
Job Class Number: 6029  
Pay Grade: 17

Request is: ☒ Approved as Requested  
☐ Approved - Revised  
☐ Denied

Effective Date: Nov 20, 2008

Allocated Classification: Finance Specialist 1  
Pay Range: \$38,147.75 - \$46,896.48

Job Class Number: 6029  
Pay Grade: 17

**Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.**

**Position Information:**

- ☐ Vacant - see New/Vacant Section  
☒ Filled & incumbent reclassified - see Employee Information Section  
☐ Filled & incumbent not reclassified with position - see New/Vacant Section

**Employee Information:**

Name of Incumbent Employee: **Cindy Henderson**  
New Job Class Seniority Date: **Nov 20, 2008**

Date	Grade	Step	Rate	Action	Union/Mgt/Ex
11/19/08	14	8	\$20.56	Pre-reclass	Local 88
11/20/08	17	5	\$20.56	Reclass	Local 88

Employees who are reclassified with their position will be placed within the salary range for the new classification. Compensation will be determined in accordance with applicable bargaining agreement or MCPR 4-10. Any compensation or seniority adjustment will be processed in accordance with applicable bargaining agreement or MCPR 2-80 and 4-10.

**Reason for Classification Decision:**

Over the past two years, new duties and responsibilities have been added to this position in order to meet the increased demands in the work unit due to downsizing and restructuring. The duties of this position include: creating requisitions/release orders; auditing invoices for appropriate approvals, accounting assignment and SAP coding; researching and explaining the procedures/cause for spending for audits/grant management purposes; performing routine account reconciliation by creating "good receipts" and "payment" reports; researching and correcting files/data when an error occurs.

The main duties of a Finance Specialist I which are aligned to this position include: performing routine operational functions including account receivables and payables; the evaluation of routine

fiscal transactions, procedures and practices; recommending and assisting in implementing new and revised systems, procedures and records; Interpreting and applying laws, rules and regulations; conducting routine audits within functional areas; and analyzing data and creating routine financial reports, statements and projections.

Based on the above comparison, the duties of this position are closely aligned with the Finance Specialist 1 (6029) classification.

If you have any questions, please feel free to contact me at 503-988-3102 or ext. 83102.

cc: Kathleen Fuller-Poe, HR Manager  
Larry Brown, HR Analyst  
Joan Sears, HR Maintainer  
Bryan Lally, Local 88  
Class Comp File Copy



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**To:** Gayle Pizzuto, Health-ICS, 503-988-3711 160/9  
**From:** Elisabeth Nunes, Classification & Compensation Unit 503/4  
**Date:** January 9, 2009  
**Subject:** Reclassification Request #1133 (VACANT-NEW Program Development Specialist)

---

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: December 19, 2008  
Current Classification: n/a  
Job Class Number: n/a  
Pay Grade: n/a

Position Number: TBD  
Requested Classification: Program Dev. Specialist  
Job Class Number: 6021  
Pay Grade: 25

Request is: ☐ Approved as Requested  
☒ Approved - Revised  
☐ Denied

Effective Date: January 9, 2009

Allocated Classification: Program Coordinator  
Pay Range: \$48,358.08 - \$59,445.36 annually

Job Class Number: 6022  
Pay Grade: 25

**Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.**

**Position Information:**

- ☒ Vacant - see New/Vacant Section  
☐ Filled & incumbent reclassified - see Employee Information Section  
☐ Filled & incumbent not reclassified with position - see New/Vacant Section

**New/Vacant Position Information:**

If the position is vacant or incumbent not reclassified with position, position must be filled in accordance with the normal appointment procedures. If position is reclassified due to re-organization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

**Reason for Classification Decision:**

ICS Dental has separated Dental Operations from MultiCare Administration, and the Oregon Health Plan contract requirements from the State have increased. This new position is a result of these changes. It will be responsible for ensuring that MultiCare Dental is in compliance with Medicaid and the State DHS contract and performance requirements as well as all applicable laws, rules, and regulations. This position will focus on managing the quality assurance program and processes; coordinating member service; preparing and analyzing data to make recommendations; developing policies and procedures; and initiating and monitoring provider contracts. A Program Coordinator typically plans, organizes, manages, and participates in a moderate-sized program within a division which includes responsibility to monitor and evaluate program activities and results, oversee administrative operations, and provide functional or technical leadership to assigned staff. This new position will function in this manner and therefore best fits within the classification for Program Coordinator.

**Appeal Rights**

The outcome of a reclassification request may be appealed under Article 15 of the Local 88 contract by filing a Step 3 grievance within fifteen (15) days of receipt of this notification letter.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 22342.

cc: Kathleen Fuller-Poe, HR Manager  
Larry Brown, HR Analyst  
Joan Sears, HR Maintainer  
Local 88  
Class Comp File Copy



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**To:** Steven Sutton, Health Department, Corrections Health 503-988-4883  
**From:** Elisabeth Nunes, Classification & Compensation Unit 503/4  
**Date:** March 11, 2009  
**Subject:** Reclassification Request #1189 (Comm. Health Nurse x2 to Mental Health Consultant x2)

---

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: March 5, 2009  
Current Classification: Comm. Health Nurse  
Job Class Number: 6315  
Pay Grade: 6315

Position Number: 705936, 702089  
Requested Classification: Mental Health Consultant  
Job Class Number: 6365  
Pay Grade: 28

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Request is: ☒ Approved as Requested  
☐ Approved - Revised  
☐ Denied

Effective Date: July 1, 2009

Allocated Classification: Mental Health Consult.  
Pay Range: \$52,805.52 - \$64,957.68 annually

Job Class Number: 6365  
Pay Grade: 28

**Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.**

**Position Information:**

- ☐ Vacant - see New/Vacant Section  
☐ Filled & incumbent reclassified - see Employee Information Section  
☒ Filled & incumbent not reclassified with position - see New/Vacant Section

**New/Vacant Position Information:**

Since these positions are reclassified due to re-organization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

**Reason for Classification Decision:**

The mental health program within Corrections Health is streamlining service delivery which requires reorganization. The resulting new positions will provide direct services of assessment, crisis intervention, counseling case management, and discharge planning for the mentally ill client population in jail. Other services provided will include case consultation, group facilitation, education, research, and some administrative and patient care duties in collaboration with nurses. According to Oregon statutes, in order to provide the necessary mental health services, these positions must be certified as Qualified Mental Health Professionals (QMHP). These qualifications and other responsibilities best fit the criteria for the Mental Health Consultant classification.

**Appeal Rights**

The outcome of a reclassification request may be appealed under Article 15 of the Local 88 contract by filing a Step 3 grievance within fifteen (15) days of receipt of this notification letter.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 22342.

cc: Kathleen Fuller-Poe, HR Manager  
Larry Brown, HR Analyst  
Joan Sears, HR Maintainer  
Local 88  
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---

**To:** Darren Chilton, Health Department, Business Services x84507 167/210  
**From:** Melanie Stagnitti, Classification & Compensation Unit 503/4  
**Date:** May 27, 2009 (Rescind and Replace the March 11, 1009 Result Notice)  
**Subject:** Reclassification Request #1184 (VACANT- Finance Specialist 2)

---

Based on the department's request, we have re-reviewed this classification request using a revised position description. We have completed our review based on the revised position description and the decision is outlined below.

**Request Information:**

Date Request Received: March 5, 2009  
Current Classification: Procurement Analyst  
Job Class Number: 6112  
Pay Grade: 24

Position Number: 702915  
Requested Classification: Finance Specialist 2  
Job Class Number: 6030  
Pay Grade: 23

Request is: ☐ Approved as Requested  
☒ Approved - Revised  
☐ Denied

Effective Date: July 1, 2009

Allocated Classification: Finance Specialist 2  
Pay Range: \$45,539.28 - \$56,000.16 annually

Job Class Number: 6030  
Pay Grade: 23

**Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.**

**Position Information:**

☒ Vacant - see New/Vacant Section  
☐ Filled & incumbent reclassified - see Employee Information Section  
☐ Filled & incumbent not reclassified with position - see New/Vacant Section

**New/Vacant Position Information:**

Since this position is reclassified due to re-organization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

**Reason for Classification Decision:**

Due to reorganization, the duties and responsibilities of three positions (Procurement Analyst, Finance Specialist 1, and Finance Tech) will be merged into this one position. The essential job functions include: developing and implementing auditing systems; performing standard and non-standard fiscal transaction, procedures and practices; interpreting and applying laws, rules, regulations and fiscal policies and procedures; preparing a variety of detailed periodic and annual management reports; preparing and analyzing performance data in comparison to benchmarks and standards. These duties align to those of a Finance Specialist 2.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 22342.

cc: Kathleen Fuller-Poe, HR Manager  
Larry Brown, HR Analyst  
Joan Sears, HR Maintainer

Local 88  
Class Comp File Copy



Department of County Management  
**MULTNOMAH COUNTY OREGON**  
Human Resources  
Multnomah Building  
501 SE Hawthorne, Suite 400  
Portland, Oregon 97214  
(503) 988-5015 Phone  
(503) 988-3009 Fax

To: Susan Kirchoff, ICS Director – Health Dept.  
From: Joi Doi, Class/Comp Unit *Joi E. Doi*  
Date: May 22, 2009  
Subject: Reclassification Request #1234 (Vacant position)

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: April 3, 2009  
Current Classification: NA  
Job Class Number: NA  
Pay Grade: NA

Position Number: TBD  
Requested Classification: Program Supervisor  
Job Class Number: 9361  
Pay Grade: 124-126

Request is: ☐ Approved as Requested  
☒ Approved - Revised

Effective Date: May 22, 2009

Allocated Classification: Community Health Nurse –  
with 6.5% Lead Premium  
Pay Range: 53,515.44 - \$70,219.44 annually

Job Class Number: 6315  
Pay Grade: 6315 plus 6.5% Lead Premium

**Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.**

**Position Information:**

- ☒ Vacant - see New/Vacant Section  
☐ Filled & incumbent reclassified - see Employee Information Section  
☐ Filled & incumbent not reclassified with position See New/Vacant Section

**New/Vacant Position Information:**

This new position will design, implement, and evaluate training and education programs regarding staff development and clinical skill building in the Primary Care program unit. It has no direct staff to supervise but does require a BS in Nursing from an accredited university; 5 years of clinical experience; demonstrated leadership ability; and experience in staff education development and training. Similar training functions have been allocated to Program Coordinator across the County. Given this position requires a BS in Nursing, utilizing the Community Health Nurse job class and adding the 6.5% lead premium per the ONA contract, accommodate overseeing/guiding the training function and providing performance assessment/input of staff. The position as designed, does not have authority to: hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward or discipline assigned employees; adjust labor grievances, or effectively recommend such action as stated by Oregon statutes which define managers and supervisors for public sector employers.

**Reason for Classification Decision:**

This position has no management responsibilities as defined but does require a BS in Nursing.

If you have any questions, please feel free to contact Joi Doi at 503-988-3241.

cc: Larry Brown, HD Human Resources  
Joan Sears, HR Maintainer  
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Human Resources

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(503) 988-3009 Fax

To: Haiou He, Health Department – PDES (125/B827/250)  
From: Candace Busby, Classification and Compensation Unit (503/4)  
Date: July 15, 2009  
Subject: Reclassification Request #1264 (Sara Kersey)

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: June 2, 2009  
Current Classification: Program Development Technician  
Job Class Number: 6020  
Pay Grade: 15

Position Number: 701343  
Requested Classification: Research/Evaluation Analyst 1  
Job Class Number: 6085  
Pay Grade: 18

Request is: ☒ Approved as Requested  
☐ Approved - Revised  
☐ Denied

Effective Date: December 2, 2008

Allocated Classification: Research/Evaluation Analyst 1  
Pay Range: \$39,296.16 to \$48,358.08 annually

Job Class Number: 6085  
Pay Grade: 18

**Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.**

**Position Information:**

- ☐ Vacant - see New/Vacant Section  
☒ Filled & incumbent reclassified - see Employee Information Section  
☐ Filled & incumbent not reclassified with position See New/Vacant Section

**Employee Information:**

Name of Incumbent Employee: Sara Kersey  
New Job Class Seniority Date: December 2, 2008

Date	Job Class and Number	Grade	Step	Rate	Action
12/1/2008	Program Development Technician	15	8	\$21.19	Pre-reclass
12/2/2008	Research/Evaluation Analyst 1	18	5	\$21.19	Post-reclass
5/17/2009			6	\$21.81	Step increase

Employees who are reclassified with their position will be placed within the salary range for the new classification. Compensation will be determined in accordance with applicable bargaining agreement or MC Personnel Rule 4-10. Any compensation or seniority adjustments will be processed in accordance with applicable bargaining agreement or MC Personnel Rule 2-80 and 4-10.

Per MC Personnel Rule 5-50-030, when the position is reclassified downward, the employee will be placed on the recall list for reappointment to the higher classification. The employee's Department Human Resource Unit will originate and process required documentation. Contact your Department HR Unit for additional information.



**Reason for Classification Decision:**

As a member of the CDC Medical Monitoring Project (MMP), the incumbent is responsible for data collection, project coordination and assistance with the dissemination of research results to programs, partners and the scientific community. The incumbent recruits health facilities and patients to participate in the CDC surveillance project, including training clinic staff on participant recruitment protocols and procedures, and working with clinic staff to generate a list of eligible participants; contacts and schedules eligible participants for interview; interviews project participants; conducts complex meta-abstraction on HIV medical records data; coordinates data collection team to enter data and conducts quality assurance of both interview and medical record data; and assists in the dissemination of project results including data cleaning and validation, preparing reports and presentations of project data to community partners and stakeholders. These duties and responsibilities are consistent with the Research/Evaluation Analyst 1 (6085) classification.

The Research/Evaluation series and Principal Investigator are scheduled for a county-wide classification study due to begin in August. As a result, this position will be reviewed again as part of the Research/Evaluation series study. Please look for the invitation to attend the study information meeting and plan to attend to learn more about the study process and timelines. As part of the study, you will be requested to submit another position description.

**Appeal Rights**

The outcome of a reclassification request may be appealed under Article 15 of the Local 88 contract by filing a Step 3 grievance within fifteen (15) days of receipt of this notification letter.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 24422.

cc: Kathleen Fuller-Poe, HR Manager  
Larry Brown, HR Analyst Senior  
Joan Sears, HR Maintainer  
Bryan Lally, Local 88  
Class Comp File Copy



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (short form)

### Board Clerk Use Only

Meeting Date: 08/13/09  
Agenda Item #: R-1  
Est. Start Time: 9:30 AM  
Date Submitted: 07/27/09

**Agenda Title:** RESOLUTION Approving Reimbursement to the County for County Sponsored Projects from Title III Funding for Fiscal Year 2009 and Authorizing Expenditures for Fiscal Year 2010

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested meeting Date: August 13, 2009 Amount of Time Needed: 5 minutes  
Department: Department of County Management Division: Director's Office  
Contact(s): Bob Thomas  
Phone: (503) 988-6294 Ext. 86294 I/O Address: 274  
Presenter(s): Bob Thomas

### General Information

**1. What action are you requesting from the Board?**

The Department of County Management recommends approval of this Resolution authorizing reimbursement to Multnomah County for County sponsored projects from Title III funding (PL 106-393).

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

In October 2008 and June 2009, the Board approved Resolutions electing the methods by which the County would receive federal forest safety net payments from the Forest Service and the Bureau of Land Management (BLM/O&C Lands). The Resolutions were for expenditures after federal fiscal year 2008 and 2009. A portion of each of these payments was designated to be received as Title III project funds. Title III projects are approved by the Board and are paid for by the County out of Title III funds that it receives. The moneys are not dedicated to individual departments but are County resources to be used for the following purposes:

(1) carry out activities under the Firewise Communities Program to provide homeowners in fire sensitive ecosystems education and assistance with implementing techniques in home siting, home construction, and home landscaping that can increase the protection of people

and property from wildfires;

(2) reimburse the participating county for search and rescue and other emergency services, including firefighting that are performed on Federal land after the date on which the use was approved and paid for by the participating county; and

(3) develop community wildfire protection plans in coordination with the Secretary of Agriculture.

**3. Explain the fiscal impact (current year and ongoing).**

In FY 2009, the County received \$147,096 in Title III funds from the Forest Service and BLM. Interest earned on unexpended Title III funds was calculated to be \$995 for FY 2009. Total Title III revenue is \$148,091. These funds sit in the County General Fund, but are accounted for separately within a distinct Title III account in our SAP system for auditing purposes.

The County provides ongoing services to the public that qualify for funding under Title III. For the period July 1, 2008 through June 30, 2009, the following County projects qualify for Title III funding:

**Fiscal Year 2008-2009 Title III Projects to Approve**

<b>Search and Rescue in National Forests -</b>	
Sheriff Office	\$271,815
<u>DCM Admin Services</u>	<u>\$1,949</u>
<b>Total Search and Rescue projects</b>	<b>\$273,764</b>

<b>Fire Prevention and County Planning</b>	
Community Services - Land Use Planning	\$6,665
<u>Support in County Management – Finance Admin</u>	<u>\$912</u>
<b>Total Fire Prevention and County Planning</b>	<b>\$7,577</b>

<b>Total County Title III eligible projects shown above</b>	<b>\$281,341</b>
---	------------------

Since FY 2009 expenditures were already budgeted in Land Use Planning and the Sheriff's Office, there is no financial impact to the County for this documentation. These expenditures represent an amount greater than the Title III revenue received during the year. It is important that the County document all eligible Title III expenditures for auditing purposes.

It is estimated that the County will receive about \$130,453 in Title III payments during the current fiscal year. Based on FY 2009 projects, the department is proposing that the Board authorize the following estimated amounts for County FY 2010 Title III projects:

**Fiscal Year 2009-2010 Title III Projects to Pre-Approve**

<b>Search and Rescue in National Forests -</b>	
Total Sheriff's Office, County Administration	\$125,000

<b>Fire Prevention and County Planning -</b>	
Land Use Planning and Finance Administration	\$5,453

<b>Total County Title III eligible projects shown above</b>	<b>\$130,453</b>
---	------------------

**4. Explain any legal and/or policy issues involved.**

The federal legislation requires that the County governing body approve projects for reimbursement from Title III funds. This Resolution is the formal approval of these County projects by the Board.

The County has the ability to approve funding for eligible Title III project costs to groups outside of the County. Any project funds that are approved for use by outside groups would be a direct reduction to County General Fund revenue.

Approval of this resolution will permit the County to gain full credit for Title III funds already deposited into the County General Fund for FY 2009. This action is in support of County financial policies by taking full advantage of a federal/state funding source without expanding service costs and crediting Title III funds to programs that are already in place.

This legislation was reauthorized for four years on October 3, 2008 by Congress and the President. It is advised that these payments not be considered dedicated resources for ongoing programs.

**5. Explain any citizen and/or other government participation that has or will take place.**

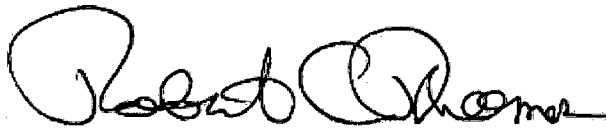
As was required by the federal legislation, a Public Notice was published and a 45-day comment period began on June 23<sup>rd</sup>, 2009 and concludes August 7<sup>th</sup>, 2009. Citizens had the opportunity to provide written comments on the Multnomah County projects that will qualify under Title III. The County has received no public comments.

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**Required Signature**

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**Elected Official or  
Department/Agency  
Director:**



**Date:** 07/27/2009

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Approving Reimbursement to the County for County Sponsored Projects from Title III Funding for County Fiscal Year 2009 and Authorizing Expenditures for County Fiscal Year 2010

**The Multnomah County Board of Commissioners Finds:**

- a. The Secure Rural Schools and Community Self-Determination Act of 2000 (PL 106-393), provided funding from the United States Forest Service and Bureau of Land Management for use by counties to benefit transportation, education, public safety, law enforcement and other public purposes.
- b. On October 3, 2008, the Secure Rural Schools and Community Self-Determination Act of 2000, was amended and re-authorized by Congress for Federal Fiscal Years 2008 – 2011 ("SRS 2008").
- c. Title III of SRS 2008 provides that these funds be dedicated to projects under the following authorized uses: Search, rescue and emergency services on public lands; Fire prevention and planning under the Firewise Communities program; and Development of community wildfire protection plans.
- d. Multnomah County, on October 30, 2008, adopted Resolutions 08-143 and 08-144, that elected to receive a portion of its annual federal forest payments as Title III project funds for federal fiscal years 2007 (for expenditure after federal fiscal year 2008).
- e. Multnomah County, on June 11, 2009, adopted Resolutions 09-080 and 09-081, that elected to receive a portion of its annual federal forest payments as Title III project funds for federal fiscal years 2007 (for expenditure after federal fiscal year 2009).
- f. On June 23, 2009, the County published a Public Notice describing proposed Title III projects and opened a forty-five (45) day public comment period. That period ended August 7, 2009.
- g. The County received no comments during this period.
- h. The County currently provides several public services in and adjacent to federal lands that are eligible for Title III funding.
- i. The County received \$148,091 in Title III payments and interest related to those payments during County Fiscal Year 2009 and authorizes expenditures from those funds for the following projects:

Search, Rescue, and Emergency Services (Sheriff's Office, DCM Administrative costs)	\$273,764
Fire Prevention and County Planning (Land Use Planning, DCM)	\$7,577
Total County Title III projects shown above	\$281,341

- j. The County continues to provide services to the public that qualify as Title III projects under the uses defined in c. above.
- k. During County Fiscal Year 2010 the County will provide service to the public that would be Title III eligible. This table is an estimate of those services, based upon the total expected Title III revenue for this period:

Search, Rescue, and Emergency Services (Sheriff's Office, County Administrative costs)	\$125,000
Fire Prevention and County Planning (Land Use Planning)	\$5,453
Total County Title III projects shown above	\$130,453

**The Multnomah County Board of County Commissioners Resolves:**

1. The County projects listed in i. above are authorized to be reimbursed from County Title III funds for expenditures incurred on these projects during the period July 1, 2008 through June 30, 2009.
2. The County projects listed in k. above are authorized for the amounts shown for the period July 1, 2009 through June 30, 2010.

ADOPTED this 13th day of August, 2009.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Ted Wheeler, Chair

**REVIEWED:**

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
John S. Thomas, Deputy County Attorney

**SUBMITTED BY:**

Mindy Harris, Interim Director,  
Department of County Management

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 09-103**

Approving Reimbursement to the County for County Sponsored Projects from Title III Funding for County Fiscal Year 2009 and Authorizing Expenditures for County Fiscal Year 2010

**The Multnomah County Board of Commissioners Finds:**

- a. The Secure Rural Schools and Community Self-Determination Act of 2000 (PL 106-393), provided funding from the United States Forest Service and Bureau of Land Management for use by counties to benefit transportation, education, public safety, law enforcement and other public purposes.
- b. On October 3, 2008, the Secure Rural Schools and Community Self-Determination Act of 2000, was amended and re-authorized by Congress for Federal Fiscal Years 2008 – 2011 ("SRS 2008").
- c. Title III of SRS 2008 provides that these funds be dedicated to projects under the following authorized uses: Search, rescue and emergency services on public lands; Fire prevention and planning under the Firewise Communities program; and Development of community wildfire protection plans.
- d. Multnomah County, on October 30, 2008, adopted Resolutions 08-143 and 08-144, that elected to receive a portion of its annual federal forest payments as Title III project funds for federal fiscal years 2007 (for expenditure after federal fiscal year 2008).
- e. Multnomah County, on June 11, 2009, adopted Resolutions 09-080 and 09-081, that elected to receive a portion of its annual federal forest payments as Title III project funds for federal fiscal years 2007 (for expenditure after federal fiscal year 2009).
- f. On June 23, 2009, the County published a Public Notice describing proposed Title III projects and opened a forty-five (45) day public comment period. That period ended August 7, 2009.
- g. The County received no comments during this period.
- h. The County currently provides several public services in and adjacent to federal lands that are eligible for Title III funding.
- i. The County received \$148,091 in Title III payments and interest related to those payments during County Fiscal Year 2009 and authorizes expenditures from those funds for the following projects:

Search, Rescue, and Emergency Services (Sheriff's Office, DCM Administrative costs)	\$273,764
Fire Prevention and County Planning (Land Use Planning, DCM)	\$7,577
Total County Title III projects shown above	\$281,341

- j. The County continues to provide services to the public that qualify as Title III projects under the uses defined in c. above.
- k. During County Fiscal Year 2010 the County will provide service to the public that would be Title III eligible. This table is an estimate of those services, based upon the total expected Title III revenue for this period:

Search, Rescue, and Emergency Services (Sheriff's Office, County Administrative costs)	\$125,000
Fire Prevention and County Planning (Land Use Planning)	\$5,453
Total County Title III projects shown above	\$130,453

**The Multnomah County Board of County Commissioners Resolves:**

1. The County projects listed in i. above are authorized to be reimbursed from County Title III funds for expenditures incurred on these projects during the period July 1, 2008 through June 30, 2009.
2. The County projects listed in k. above are authorized for the amounts shown for the period July 1, 2009 through June 30, 2010.

ADOPTED this 13th day of August, 2009.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
John S. Thomas, Deputy County Attorney

SUBMITTED BY:

Mindy Harris, Interim Director,  
Department of County Management





# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (long form)

APPROVED : MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-2 DATE 8-13-09  
ANA KARNES, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 08/13/09  
Agenda Item #: R-2  
Est. Start Time: 9:35 AM  
Date Submitted: 08/04/09

### BUDGET MODIFICATION: MCSO - 01

**BUDGET MODIFICATION MCSO-01 Appropriating \$487,279 from the**  
**Agenda American Recovery and Reinvestment Act: Edward Byrne Memorial Justice**  
**Title: Assistance Grant (JAG) Program**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date:	<u>August 13, 2009</u>	Amount of Time Needed:	<u>5 Minutes</u>
Department:	<u>Sheriff's Office</u>	Division:	<u>Enforcement</u>
Contact(s):	<u>Wanda Yantis, Budget Manager</u>		
Phone:	<u>503-988-4455</u>	Ext.	<u>84455</u>
	I/O Address:		<u>503/350</u>
Presenter(s):	<u>Captain Monte Reiser, Captain Drew Brosh, Scott Marcy and Wanda Yantis</u>		

### General Information

#### 1. What action are you requesting from the Board?

The Sheriff's Office requests approval of Budget Modification MCSO-01, which appropriates \$487,279 from the American Recovery & Reinvestment Act (ARRA): Edward Byrne Memorial Justice Assistance Grant (JAG) Program to support two cross-agency, multi-disciplinary programs.

#### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

The Edward Byrne Memorial Justice Assistance Grant is a non-competitive federal formula stimulus grant from the United States Department of Justice (US DOJ), Office of Justice Programs (OJP).

Both the Sheriff's Office and the District Attorney's Office will use these funds to restore three full-time positions which were eliminated in the FY 10 adopted budget. These funds also fund a new full-time position for the Sheriff's Office.

The following are the positions funded by this grant:

#### The Sheriff's Office

Restores one full-time Child-Abuse Team (CAT) Detective which works as part of a team, investigating child abuse allegation cases assigned by the CAT sergeant.

Adds one full-time Corrections Deputy which is assigned to the Metro Gang Enforcement Division program will organize intelligence and investigative information regarding known and suspected gang members and associates in custody and act as a liaison and distribution of new and updated information.

#### The District Attorney's Office

Restores one full-time Gangs Prosecutor Deputy District Attorney 3 that works with local law enforcement to organize and run missions targeting gang members who illegally purchase or come into possession of guns.

Restores one full-time One Stop Domestic Violence Deputy District Attorney 2 assigned to the Domestic Violence One Stop Center in order to maximize the effectiveness of the Center by working exclusively on these special cases, from their inception until their completion.

**3. Explain the fiscal impact (current year and ongoing).**

This will increase the Sheriff's Office revenue by \$240,182 and the District Attorneys Offices revenue by \$247,097 for a total of \$487,279 in the Federal/State Fund in FY 10. This is the first year of a two-year grant.

**4. Explain any legal and/or policy issues involved.**

N/A

**5. Explain any citizen and/or other government participation that has or will take place.**

N/A

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## ATTACHMENT A

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### Budget Modification

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If the request is a **Budget Modification**, please answer all of the following in detail:

- **What revenue is being changed and why?**

This will increase the Sheriff's Office revenue by \$240,182 and the District Attorney's Office revenue by \$247,097 for a total of \$487,279 in the Federal/State Fund in FY 10. This is the first year of a two-year grant.

- **What budgets are increased/decreased?**

- The Sheriff's Office will increase their Fed/State Fund budget by \$240,182

- The District Attorney's Office will increase their Fed/State Fund budget by \$247,097

- Increase Risk Fund by \$71,441

- **What do the changes accomplish?**

This will increase the Sheriff's Office revenue by \$240,182 and the District Attorney's Office revenue by \$247,097 for a total of \$487,279 in the Federal/State Fund in FY 10. This is the first year of a two-year grant.

- **Do any personnel actions result from this budget modification? Explain.**

Yes, three full-time positions are restored and an additional position is funded effective July 1, 2009.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

This grant does not allow for indirect costs.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This is the first year of a two-year grant. When the grant ends, other funding sources will be sought after otherwise our participation will end. This is tied to program offer 60066 MCSO Detectives & CAT Unit in the FY 10 Budget.

- **If a grant, what period does the grant cover?**

FY 10 and FY 11.

- **If a grant, when the grant expires, what are funding plans?**

This is the first year of a two-year grant. When the grant ends, other funding sources will be sought after otherwise our participation will end.

<p><i>NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense &amp; Revenues Worksheet and/or a Budget Modification Personnel Worksheet.</i></p>
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## ATTACHMENT B

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**BUDGET MODIFICATION: MCSO - 01**

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### Required Signatures

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Elected Official or  
Department/  
Agency Director:

/s/ *Bob Skipper / L.A.*

Date: 08/04/09

Budget Analyst:



Date: 08/04/09

Department HR:



Date: 08/04/09

Countywide HR:

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

Budget Modification ID: **MCSO-01****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center						
1							SHERIFF'S OFFICE PORTION		0			
2	60-50	21194	60066	50			SOENF.ARRA.JAG 50170		(240,182)	(240,182)		Fed Thru Local - ARRA JAG
3	60-50	21194	60066	50			SOENF.ARRA.JAG 60000		145,760	145,760		Permanent
4	60-50	21194	60066	50			SOENF.ARRA.JAG 60130		52,234	52,234		Salary-Related
5	60-50	21194	60066	50			SOENF.ARRA.JAG 60140		37,188	37,188		Insurance
6	60-50	21194	60066	50			SOENF.ARRA.JAG 60240		5,000	5,000		Supplies
7									0			
8	72-10	3500		20		705210	50316		(37,188)	(37,188)		Risk Fund
9	72-10	3500		20		705210	60330		37,188	37,188		Risk Fund
10							DISTRICT ATTORNEY'S PORTION		0			
11	15-30	21194		50			DA JAG.DV1STOP.ARRA 60000	-	71,790	71,790		Permanent
12	15-30	21194		50			DA JAG.DV1STOP.ARRA 60130		21,142	21,142		Salary-Related
13	15-30	21194		50			DA JAG.DV1STOP.ARRA 60140		16,430	16,430		Insurance
14	15-10	21194		50			DA JAG.DV1STOP.ARRA 50195		(109,362)	(109,362)		Fed Thru Local - ARRA JAG
15	15-10	21194		50			DA JAG.GANG.ARRA 60000		92,961	92,961		Permanent
16	15-10	21194		50			DA JAG.GANG.ARRA 60130		26,951	26,951		Salary-Related
17	15-10	21194		50			DA JAG.GANG.ARRA 60140		17,823	17,823		Insurance
18	15-10	21194		50			DA JAG.GANG.ARRA 50195		(137,735)	(137,735)		Fed Thru Local - ARRA JAG
19	72-10	3500		20		705210	50316		(34,253)	(34,253)		Risk Fund
20	72-10	3500		20		705210	60330		34,253	34,253		Risk Fund
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27									0			
28									0			
29									0			
									0	0		Total - Page 1
									0	0		GRAND TOTAL

## ANNUALIZED PERSONNEL CHANGE

Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
				SHERIFF'S OFFICE PORTION						0
21194	2025		SOENF.ARRA.JAG	Deputy Sheriff	99999	1.00	76,442	27,322	18,950	122,714
21194	2029		SOENF.ARRA.JAG	Corrections Deputy	99999	1.00	69,318	24,912	18,238	112,468
				DISTRICT ATTORNEY'S PORTION						0
21194	6252		DAJAG.DV1STOP.ARRA	Deputy DA 2	714218	1.00	71,790	21,142	16,430	109,362
21194	6253		DAJAG.GANG.ARRA	Deputy DA 3	714219	1.00	92,961	26,951	17,823	137,735
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### CURRENT YEAR PERSONNEL DOLLAR CHANGE

**Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.**

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
				<b>SHERIFF'S OFFICE PORTION</b>						0
21194	2025		SOENF.ARRA.JAG	Deputy Sheriff	99999	1.00	76,442	27,322	18,950	122,714
21194	2029		SOENF.ARRA.JAG	Corrections Deputy	99999	1.00	69,318	24,912	18,238	112,468
				<b>DISTRICT ATTORNEY'S PORTION</b>						0
21194	6252		DAJAG.DV1STOP.ARRA	Deputy DA 2	714218	1.00	71,790	21,142	16,430	109,362
21194	6253		DAJAG.GANG.ARRA	Deputy DA 3	714219	1.00	92,961	26,951	17,823	137,735
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				<b>TOTAL CURRENT FY CHANGES</b>		4.00	310,511	100,327	71,441	482,279



Department of Justice  
Office of Justice Programs

Bureau of Justice Assistance

Office of Justice Programs

Washington, D.C. 20531

July 8, 2009

The Honorable Sam Adams  
City of Portland  
1120 SW Fifth Avenue  
Room 1250  
Portland, OR 97204-1912

Dear Mayor Adams:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 09 Recovery Act Edward Byrne Memorial Justice Assistance Grant Program Local Solicitation in the amount of \$3,801,887 for City of Portland.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Jeffrey Felten-Green, Program Manager at (202) 514-8874; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature of James H. Burch II in black ink.

James H. Burch II  
Acting Director

Enclosures



**Department of Justice**  
**Office of Justice Programs**  
**Office for Civil Rights**

*Washington, D.C. 20531*

July 8, 2009

The Honorable Sam Adams  
City of Portland  
1120 SW Fifth Avenue  
Room 1250  
Portland, OR 97204-1912

Dear Mayor Adams:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of Federal funding to compliance with Federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice is responsible for ensuring that recipients of financial aid from OJP, its component offices and bureaus, the Office on Violence Against Women (OVW), and the Office of Community Oriented Policing Services (COPS) comply with applicable Federal civil rights statutes and regulations. We at OCR are available to help you and your organization meet the civil rights requirements that come with Justice Department funding.

**Ensuring Access to Federally Assisted Programs**

As you know, Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

**Providing Services to Limited English Proficiency (LEP) Individuals**

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lep.gov>.

**Ensuring Equal Treatment for Faith-Based Organizations**

The Department of Justice has published a regulation specifically pertaining to the funding of faith-based organizations. In general, the regulation, Participation in Justice Department Programs by Religious Organizations; Providing for Equal Treatment of all Justice Department Program Participants, and known as the Equal Treatment Regulation 28 C.F.R. part 38, requires State Administering Agencies to treat these organizations the same as any other applicant or recipient. The regulation prohibits State Administering Agencies from making award or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the Department of Justice to fund inherently religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must be held separately from the Department of Justice funded program, and customers or beneficiaries cannot be compelled to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see OCR's website at <http://www.ojp.usdoj.gov/ocr/etfbo.htm>.

State Administering Agencies and faith-based organizations should also note that the Safe Streets Act, as amended; the Victims of Crime Act, as amended; and the Juvenile Justice and Delinquency Prevention Act, as amended, contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the Justice Department has concluded that the Religious Freedom Restoration Act (RFRA) is reasonably construed, on a case-by-case basis, to require that its funding agencies permit faith-based organizations applying for funding under the applicable program statutes both to receive DOJ funds and to continue considering religion when hiring staff, even if the statute that authorizes the funding program generally forbids considering of religion in employment decisions by grantees.

Questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment may be directed to this Office.



## Enforcing Civil Rights Laws

All recipients of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

## Complying with the Safe Streets Act or Program Requirements

In addition to these general prohibitions, an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 U.S.C. § 3789d(c), or other Federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Employment Opportunity Plan (EEO), 28 C.F.R. § 42.301-.308, and (2) submitting to OCR Findings of Discrimination (see 28 C.F.R. §§ 42.205(5) or 31.202(5)).

### 1) Meeting the EEO Requirement

In accordance with Federal regulations, Assurance No. 6 in the Standard Assurances, COPS Assurance No. 8.B, or certain Federal grant program requirements, your organization must comply with the following EEO reporting requirements:

If your organization has received an award for \$500,000 or more and has 50 or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare an EEO and submit it to OCR for review **within 60 days from the date of this letter**. For assistance in developing an EEO, please consult OCR's website at <http://www.ojp.usdoj.gov/ocr/eeop.htm>. You may also request technical assistance from an EEO specialist at OCR by dialing (202) 616-3208.

If your organization received an award between \$25,000 and \$500,000 and has 50 or more employees, your organization still has to prepare an EEO, but it does not have to submit the EEO to OCR for review. Instead, your organization has to maintain the EEO on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

If your organization received an award for less than \$25,000; or if your organization has less than 50 employees, regardless of the amount of the award; or if your organization is a medical institution, educational institution, nonprofit organization or Indian tribe, then your organization is exempt from the EEO requirement. However, your organization must complete Section A of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

### 2) Submitting Findings of Discrimination

In the event a Federal or State court or Federal or State administrative agency makes an adverse finding of discrimination against your organization after a due process hearing, on the ground of race, color, religion, national origin, or sex, your organization must submit a copy of the finding to OCR for review.

## Ensuring the Compliance of Subrecipients

If your organization makes subawards to other agencies, you are responsible for assuring that subrecipients also comply with all of the applicable Federal civil rights laws, including the requirements pertaining to developing and submitting an EEO, reporting Findings of Discrimination, and providing language services to LEP persons. State agencies that make subawards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

If we can assist you in any way in fulfilling your civil rights responsibilities as a recipient of Federal funding, please call OCR at (202) 307-0690 or visit our website at <http://www.ojp.usdoj.gov/ocr/>.

Sincerely,



Michael L. Alston  
Director

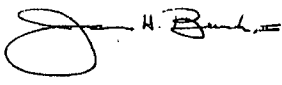
cc: Grant Manager  
Financial Analyst



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

Grant

PAGE 1 OF 9

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Portland 1120 SW Fifth Avenue Room 1250 Portland, OR 97204-1912		4. AWARD NUMBER: 2009-SB-B9-0977	
		5. PROJECT PERIOD: FROM 03/01/2009 TO 02/28/2013 BUDGET PERIOD: FROM 03/01/2009 TO 02/28/2013	
		6. AWARD DATE 07/08/2009	7. ACTION Initial
1A. GRANTEE IRS/VENDOR NO. 936002236		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE FY 2009 Justice Assistance Grant Program		10. AMOUNT OF THIS AWARD \$ 3,801,887	
		11. TOTAL AWARD \$ 3,801,887	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY09 Recovery Act (BJA-Byrne JAG) Pub. L. No. 111-5, 42 USC 3750-3758			
15. METHOD OF PAYMENT PAPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL James H. Burch II Acting Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Sam Adams Mayor	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT . 9 B SB 80 00 00 3801887		21. ISBUGT1325	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 2 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

*SPECIAL CONDITIONS*

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide, Chapter 19.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General  
U.S. Department of Justice  
Investigations Division  
950 Pennsylvania Avenue, N.W.  
Room 4706  
Washington, DC 20530

e-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov)

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at [www.usdoj.gov/oig](http://www.usdoj.gov/oig).

6. **RECOVERY ACT – Conflict with Other Standard Terms and Conditions**  
The recipient understands and agrees that all other terms and conditions contained in this award, or in applicable OJP grant policy statements or guidance, apply unless they conflict or are superseded by the terms and conditions included here that specifically implement the American Recovery and Reinvestment Act of 2009, Public Law 111-5 (“ARRA” or “Recovery Act”) requirements. Recipients are responsible for contacting their grant managers for any needed clarifications.



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Grant**

PAGE 3 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

***SPECIAL CONDITIONS***

7. The grantee agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly by the grantee or by a subgrantee. Accordingly, the grantee agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the grantee agrees to contact BJA.

The grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the grantee, a subgrantee, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The grantee understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The grantee further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at [website], for programs relating to methamphetamine laboratory operations.

Application of This Special Condition to Grantee's Existing Programs or Activities: For any of the grantee's or its subgrantees' existing programs or activities that will be funded by these grant funds, the grantee, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

8. To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdiction, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
9. The grantee agrees to comply with all reporting, data collection and evaluation requirements, as prescribed by law and detailed by the BJA in program guidance for the Justice Assistance Grant (JAG) Program. Compliance with these requirements will be monitored by BJA.
10. The recipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 4 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

*SPECIAL CONDITIONS*

11. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See [http://www.ojp.gov/about/ocr/equal\\_fbo.htm](http://www.ojp.gov/about/ocr/equal_fbo.htm).
12. The recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditure period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to <http://www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046>.
13. The recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
14. **RECOVERY ACT - JAG - Trust Fund**  
The recipient is required to establish a trust fund account. (The trust fund may or may not be an interest-bearing account.) The fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of either the Edward Byrne Memorial Justice Assistance Grant Program (JAG) or Recovery JAG Program. The recipient also agrees to obligate and expend the grant funds in the trust fund (including any interest earned) during the period of the grant. Grant funds (including any interest earned) not expended by the end of the grant period must be returned to the Bureau of Justice Assistance no later than 90 days after the end of the grant period, along with the final submission of the Financial Status Report (SF-269).
15. **RECOVERY ACT - Access to Records; Interviews**  
The recipient understands and agrees that DOJ (including OJP and the Office of the Inspector General (OIG)), and its representatives, and the Government Accountability Office (GAO), shall have access to and the right to examine all records (including, but not limited to, books, papers, and documents) related to this Recovery Act award, including such records of any subrecipient, contractor, or subcontractor.  
  
The recipient also understands and agrees that DOJ and the GAO are authorized to interview any officer or employee of the recipient (or of any subrecipient, contractor, or subcontractor) regarding transactions related to this Recovery Act award.
16. **RECOVERY ACT - One-time funding**  
The recipient understands and agrees that awards under the Recovery Act will be one-time awards and accordingly that its proposed project activities and deliverables are to be accomplished without additional DOJ funding.



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Grant**

PAGE 5 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

*SPECIAL CONDITIONS*

**17. RECOVERY ACT – Separate Tracking and Reporting of Recovery Act Funds and Outcomes**

The recipient agrees to track, account for, and report on all funds from this Recovery Act award (including specific outcomes and benefits attributable to Recovery Act funds) separately from all other funds, including DOJ award funds from non-Recovery Act awards awarded for the same or similar purposes or programs. (Recovery Act funds may be used in conjunction with other funding as necessary to complete projects, but tracking and reporting of Recovery Act funds must be separate.)

Accordingly, the accounting systems of the recipient and all subrecipients must ensure that funds from this Recovery Act award are not commingled with funds from any other source.

The recipient further agrees that all personnel (including subrecipient personnel) whose activities are to be charged to the award will maintain timesheets to document hours worked for activities related to this award and non-award-related activities.

**18. RECOVERY ACT – Subawards – Monitoring**

The recipient agrees to monitor subawards under this Recovery Act award in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the OJP Financial Guide, and to include the applicable conditions of this award in any subaward. The recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of Recovery Act funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

**19. RECOVERY ACT – Subawards – DUNS and CCR for Reporting**

The recipient agrees to work with its first-tier subrecipients (if any) to ensure that, no later than the due date of the recipient's first quarterly report after a subaward is made, the subrecipient has a valid DUNS profile and has an active registration with the Central Contractor Registration (CCR) database.

**20. RECOVERY ACT - Quarterly Financial Reports**

The recipient agrees to submit quarterly financial status reports to OJP. At present, these reports are to be submitted on-line (at <https://grants.ojp.usdoj.gov>) using Standard Form SF 269A, not later than 45 days after the end of each calendar quarter. The recipient understands that after October 15, 2009, OJP will discontinue its use of the SF 269A, and will require award recipients to submit quarterly financial status reports within 30 days after the end of each calendar quarter, using the government-wide Standard Form 425 Federal Financial Report form (available for viewing at [www.whitehouse.gov/omb/grants/standard\\_forms/ffr.pdf](http://www.whitehouse.gov/omb/grants/standard_forms/ffr.pdf)). Beginning with the report for the fourth calendar quarter of 2009 (and continuing thereafter), the recipient agrees that it will submit quarterly financial status reports to OJP on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form, not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the grant period.



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 6 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

**SPECIAL CONDITIONS**

**21. RECOVERY ACT – Recovery Act Transactions Listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Subrecipients**

(a) The recipient agrees to maintain records that identify adequately the source and application of Recovery Act funds, to maximize the transparency and accountability of funds authorized under the Recovery Act as required by the Act and in accordance with 2 CFR 215.21, "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-profit Organizations" and OMB A-102 Common Rules provisions (relating to Grants and Cooperative Agreements with State and Local Governments).

(b) The recipient agrees to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. This condition only applies if the recipient is covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." This shall be accomplished by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix "ARRA-" in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.

(c) The recipient agrees to separately identify to each subrecipient the Federal award number, CFDA number, and amount of Recovery Act funds, and to document this identification both at the time of subaward and at the time of disbursement of funds. When a recipient awards Recovery Act funds for an existing program, the information furnished to subrecipients shall distinguish the subawards of incremental Recovery Act funds from regular subawards under the existing program.

(d) The recipient agrees to require its subrecipients to specifically identify Recovery Act funding on their SEFA information, similar to the requirements for the recipient SEFA described above. This information is needed to allow the recipient to properly monitor subrecipient expenditure of Recovery Act funds as well as facilitate oversight by the Federal awarding agencies, the DOJ OIG, and the GAO.

**22. RECOVERY ACT – Reporting and Registration Requirements under Section 1512 of the Recovery Act.**

(a) This award requires the recipient to complete projects or activities which are funded under the Recovery Act and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.

(b) The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.

(c) Recipients and their first-tier recipients must maintain current registrations in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ([www.dnb.com](http://www.dnb.com)) is one of the requirements for registration in the Central Contractor Registration.

(d) The recipient shall report the information described in section 1512(c) of the Recovery Act using the reporting instructions and data elements that will be provided online at [www.FederalReporting.gov](http://www.FederalReporting.gov) and ensure that any information that is pre-filled is corrected or updated as needed.



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 7 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

*SPECIAL CONDITIONS*

**23. RECOVERY ACT – Provisions of Section 1512(c)**

The recipient understands that section 1512(c) of the Recovery Act provides as follows:

Recipient Reports- Not later than 10 days after the end of each calendar quarter, each recipient that received recovery funds from a Federal agency shall submit a report to that agency that contains--

- (1) the total amount of recovery funds received from that agency;
- (2) the amount of recovery funds received that were expended or obligated to projects or activities; and
- (3) a detailed list of all projects or activities for which recovery funds were expended or obligated, including--
  - (A) the name of the project or activity;
  - (B) a description of the project or activity;
  - (C) an evaluation of the completion status of the project or activity;
  - (D) an estimate of the number of jobs created and the number of jobs retained by the project or activity; and
  - (E) for infrastructure investments made by state and local governments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds made available under this Act, and name of the person to contact at the agency if there are concerns with the infrastructure investment.
- (4) Detailed information on any subcontracts or subgrants awarded by the recipient to include the data elements required to comply with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), allowing aggregate reporting on awards below \$25,000 or to individuals, as prescribed by the Director of the Office of Management and Budget.

**24. RECOVERY ACT – Protecting State and Local Government and Contractor Whistleblowers (Recovery Act, section 1553)**

The recipient recognizes that the Recovery Act provides certain protections against reprisals for employees of non-Federal employers who disclose information reasonably believed to be evidence of gross management, gross waste, substantial and specific danger to public health or safety, abuse of authority, or violations of law related to contracts or grants using Recovery Act funds. For additional information, refer to section 1553 of the Recovery Act. The text of Recovery Act is available at [www.ojp.usdoj.gov/recovery](http://www.ojp.usdoj.gov/recovery).

**25. RECOVERY ACT – Limit on Funds (Recovery Act, section 1604)**

The recipient agrees that none of the funds under this award may be used by any State or local government, or any private entity, for construction costs or any other support of any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

**26. RECOVERY ACT – Infrastructure Investment (Recovery Act, sections 1511 and 1602)**

The recipient agrees that it may not use any funds made available under this Recovery Act award for infrastructure investment absent submission of a satisfactory certification under section 1511 of the Recovery Act. Should the recipient decide to use funds for infrastructure investment subsequent to award, the recipient must submit appropriate certifications under section 1511 of the Recovery Act and receive prior approval from OJP. In seeking such approval, the recipient shall give preference to activities that can be started and completed expeditiously, and shall use award funds in a manner that maximizes job creation and economic benefits. The text of the Recovery Act (including sections 1511 and 1602) is available at [www.ojp.usdoj.gov/recovery](http://www.ojp.usdoj.gov/recovery).





Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 8 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

**SPECIAL CONDITIONS**

**27. RECOVERY ACT – Buy American Notification (Recovery Act, section 1605)**

The recipient understands that this award is subject to the provisions of section 1605 of the Recovery Act ("Buy American"). No award funds may be used for iron, steel, or manufactured goods for a project for the construction, alteration, maintenance, or repair of a public building or public work, unless the recipient provides advance written notification to the OJP program office, and a Grant Adjustment Notice is issued that modifies this special condition to add government-wide standard conditions (anticipated to be published in subpart B of 2 C.F.R. part 176) that further implement the specific requirements or exceptions of section 1605.

Section 1605 of the Recovery Act prohibits use of any Recovery Act funds for a project for the construction, alteration, maintenance, or repair of a public building or public work unless all of the iron, steel, and manufactured goods used in the project are produced in the United States, subject to certain exceptions, including United States obligations under international agreements.

For purposes of this special condition, the following definitions apply:

"Public building" and "public work" means a public building of, and a public work of, a governmental entity (the United States; the District of Columbia; commonwealths, territories, and minor outlying islands of the United States; State and local governments; and multi-State, regional, or interstate entities which have governmental functions). These buildings and works may include, without limitation, bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, and canals, and the construction, alteration, maintenance, or repair of such buildings and works.

"Manufactured good" means a good brought to the construction site for incorporation into the building or work that has been--

- (1) Processed into a specific form and shape; or
- (2) Combined with other raw material to create a material that has different properties than the properties of the individual raw materials.

"Steel" means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbon, and may include other elements.

For purposes of OJP grants, projects involving construction, alteration, maintenance, or repair of jails, detention facilities, prisons, public crime victims' shelters, police facilities, or other similar projects will likely trigger this provision.

NOTE: The recipient is encouraged to contact the OJP program manager – in advance – with any questions concerning this condition, including its applicability to particular circumstances.



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 9 OF 9

PROJECT NUMBER 2009-SB-B9-0977

AWARD DATE 07/08/2009

*SPECIAL CONDITIONS*

28. **RECOVERY ACT – Wage Rate Requirements under Section 1606 of the Recovery Act**  
(a) Section 1606 of the Recovery Act requires that all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to the Recovery Act shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code.
- Pursuant to Reorganization Plan No. 14 and the Copeland Act, 40 U.S.C. 3145, the Department of Labor has issued regulations at 29 CFR Parts 1, 3, and 5 to implement the Davis-Bacon and related Acts. Regulations in 29 CFR 5.5 instruct agencies concerning application of the standard Davis-Bacon contract clauses set forth in that section. The standard Davis-Bacon contract clauses found in 29 CFR 5.5(a) are to be incorporated in any covered contracts made under this award that are in excess of \$2,000 for construction, alteration or repair (including painting and decorating).
- (b) For additional guidance on the wage rate requirements of section 1606, contact your awarding agency. Recipients of grants, cooperative agreements and loans should direct their initial inquiries concerning the application of Davis-Bacon requirements to a particular federally assisted project to the Federal agency funding the project. The Secretary of Labor retains final coverage authority under Reorganization Plan Number 14.
29. **RECOVERY ACT – NEPA and Related Laws**  
The recipient understands that all OJP awards are subject to the National Environmental Policy Act (NEPA, 42 U.S.C. section 4321 et seq.) and other related Federal laws (including the National Historic Preservation Act), if applicable. The recipient agrees to assist OJP in carrying out its responsibilities under NEPA and related laws, if the recipient plans to use Recovery Act funds (directly or through subaward or contract) to undertake any activity that triggers these requirements, such as renovation or construction. (See 28 C.F.R. Part 61, App. D.) The recipient also agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award.
30. **RECOVERY ACT – Misuse of award funds**  
The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.
31. **RECOVERY ACT – Additional Requirements and Guidance**  
The recipient agrees to comply with any modifications or additional requirements that may be imposed by law and future OJP (including government-wide) guidance and clarifications of Recovery Act requirements.
32. **RECOVERY ACT - JAG - Delinquent section 1512(c) reports**  
The recipient acknowledges that it has certified that it will comply with all reporting requirements under section 1512(c) of the Recovery Act. (An online reporting mechanism is anticipated to be available for award recipient use by October 10, 2009.) Further to this certification, a failure to comply with the section 1512(c) reporting requirements may, in addition to other penalties, subject the recipient to the following:  
(1) After failure to report section 1512(c) data for two consecutive reporting periods, the recipient may be— (a) precluded from drawing down funds under any OJP award, and/or (b) deemed ineligible for future discretionary OJP awards, until such time as the recipient becomes current in its section 1512(c) reporting obligations; and  
(2) After failure to report section 1512(c) data for three consecutive reporting periods, the recipient, upon written demand of the Director of BJA, shall return to OJP any unexpended award funds (including any unexpended interest earned on award funds) within 15 calendar days of the date of the demand notice. Thereafter, the recipient's award shall be converted to a cost-reimbursable grant until such time as the recipient becomes current in its section 1512(c) reporting obligations, and remains current for not less than two additional consecutive reporting periods.



**Department of Justice**

**Office of Justice Programs**

*Bureau of Justice Assistance*

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Washington, D.C. 20531

**Memorandum To:** Official Grant File

**From:** Maria A. Berry, NEPA Coordinator

**Subject:** Incorporates NEPA Compliance in Further Developmental Stages for City of Portland

The Recovery Act emphasizes the importance of compliance with the National Environmental Policy Act (NEPA) in the use of public funds. The Recovery Act - Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements,

please see <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>.

Please be sure to carefully review the grant conditions on your award document, as it may contain more specific information about environmental compliance.



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**

**Grant**

**PROJECT NUMBER**

2009-SB-B9-0977

PAGE 1 OF 1

This project is supported under FY09 Recovery Act (BJA-Byrne JAG) Pub. L. No. 111-5, 42 USC 3750-3758

**1. STAFF CONTACT (Name & telephone number)**

Jeffrey Felten-Green  
(202) 514-8874

**2. PROJECT DIRECTOR (Name, address & telephone number)**

Eileen Roe  
Financial Analyst  
1120 SW Fifth Avenue  
Room 1250  
Portland, OR 97204-1912  
(503) 823-6819

**3a. TITLE OF THE PROGRAM**

BJA FY 09 Recovery Act Edward Byrne Memorial Justice Assistance Grant Program Local Solicitation

**3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)**

**4. TITLE OF PROJECT**

FY 2009 Justice Assistance Grant Program

**5. NAME & ADDRESS OF GRANTEE**

City of Portland  
1120 SW Fifth Avenue Room 1250  
Portland, OR 97204-1912

**6. NAME & ADDRESS OF SUBGRANTEE**

**7. PROGRAM PERIOD**

FROM: 03/01/2009 TO: 02/28/2013

**8. BUDGET PERIOD**

FROM: 03/01/2009 TO: 02/28/2013

**9. AMOUNT OF AWARD**

\$ 3,801,887

**10. DATE OF AWARD**

07/08/2009

**11. SECOND YEAR'S BUDGET**

**12. SECOND YEAR'S BUDGET AMOUNT**

**13. THIRD YEAR'S BUDGET PERIOD**

**14. THIRD YEAR'S BUDGET AMOUNT**

**15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)**

This grant program is authorized by the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (the "Recovery Act") and by 42 U.S.C. 3751(a). The stated purposes of the Recovery Act are: to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits; and to stabilize state and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases. The Recovery Act places great emphasis on accountability and transparency in the use of taxpayer dollars.

Among other things, it creates a new Recovery Accountability and Transparency Board and a new website – [Recovery.gov](http://Recovery.gov) – to provide information to the public, including access to detailed information on grants and contracts made with Recovery Act funds.

The Justice Assistance Grant (JAG) Program funded under the Recovery Act is the primary provider of federal criminal justice funding to state and local jurisdictions. Recovery JAG funds support all components of the criminal justice system, from multi-jurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives. Recovery JAG funded projects may address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice systems, processes, and procedures.

The disparate jurisdictions consisting of Multnomah County and the cities of Fairview, Gresham, Portland, and Troutdale will use their Fiscal Year 2009 Recovery Act JAG award in the amount of \$3,801,887 to support personnel; equipment purchases; and multi-agency, multi-disciplinary programs across the county. The city of Portland, serving as the fiscal agent, will use their portion to create or preserve 3.5 full-time positions by funding a gang outreach and intervention program; upgrade the Portland Police Database System (PPDS) and hire two full-time management analyst positions; and fund ongoing prostitution outreach and intervention services. Multnomah County will use their funds to hire or retain the following: three deputy district attorney positions to handle gang prosecutions, domestic violence, and prostitution outreach and intervention services; one full-time community justice manager position and one parole and probation officer position assigned to the Northwest Regional Computer Forensics Laboratory (NWR CFL); one deputy sheriff to support the Child Abuse Team; and one corrections deputy sheriff to serve in the Metropolitan Gang Enforcement Division (MGED). The city of Gresham will use their share to retain one full-time police records specialist and purchase equipment and supplies for the department, including uniforms, equipment, and overtime costs for eight police officers. The cities of Fairview and Troutdale will use their allocations to create crime analyst positions to serve both cities' police departments. This will allow both departments to analyze crime patterns and trends, increase deployment efficiency, and strengthen community policing relationships.

NCA/NCF



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (revised 09/22/08)

### Board Clerk Use Only

Meeting Date: 08/13/09  
Agenda Item #: R-3  
Est. Start Time: 9:40 AM  
Date Submitted: 07/30/09

**Commission on Children, Families and Community Mission and Vision**  
**Agenda Statement and Commission on Children, Families and Community/Poverty**  
**Title: Action Council's SUN Service System Anti-Poverty Services Assessment Report**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

Requested Meeting Date: August 13, 2009 Amount of Time Needed: 30 mins  
Department: Non-Departmental Division: CCFC  
Contact(s): Joshua Todd  
Phone: 503 988- 6981 Ext. 86981 I/O Address: 167/1/200  
Presenter(s): Carla Piluso, Diane Cohen-Alpert and Joshua Todd

### General Information

**1. What action are you requesting from the Board?**

Review new Mission and Vision of the CCFC and approval of the CCFC/Poverty Action Council's SUN Service System Anti-Poverty Services Assessment Report.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The CCFC Board, in response to recent turnover of the CCFC Director and reductions to the CCFC's State Allocation, has undergone a process to clarify, refocus and prioritize its mission and vision. The CCFC Board as policy advisors to the BCC will share this new strategic direction and provide an example of how they hope to provide system and policy analysis and recommendations for BCC consideration. Recently, CCFC Board members and members of the CCFC's Poverty Action Council conducted site visits to all SUN Service System Anti-Poverty service providers. These site visits are inline with the CCFC's role in oversight of federal Community Service Block Grant funds and provide the Board with feedback on the current functioning of the system, the impacts of the current economic crisis on the County's ability to address community needs and recommendations for system improvements.

**3. Explain the fiscal impact (current year and ongoing).**

None

**4. Explain any legal and/or policy issues involved.**

The System Assessment does make service recommendations in the areas of system access, service package, planning, and management for consideration by the Board.

**5. Explain any citizen and/or other government participation that has or will take place.**

CCFC board members serve as policy advisors to the BCC. The Poverty Action Council informs the CCFC in its role as the Community Action Board for Multnomah County. CCFC & PAC are made up of community members, service providers, people living on a low-income and their advocates. All site visits were of County funded providers and were attended by staff of the CCFC and Department of County Human Services as well as community volunteers, some of whom currently experience poverty in our community.

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**Required Signature**

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Elected Official or  
Department/  
Agency Director:

/s/ *Joshua Todd*

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Date: 07/30/09

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Multnomah County Commission  
on Children, Families & Community

421 SW Oak Street, 2<sup>nd</sup> Floor  
Portland, OR 97204  
503.988.4502/fax: 503.988.5538  
[www.ourcommission.org](http://www.ourcommission.org)



*Making Multnomah County a Great Place for **Everyone** to Grow Up and Live*

## Mission

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CCFC impacts policy, leverages resources and invests strategically to build a thriving community.

## Vision

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Multnomah County is a great place for everyone to grow up and live.

- Policy makers and community members value the interconnected nature of a healthy community, bringing all voices including those of youth, communities of color, and people living on a low-income into policy decisions. Smart policy solutions address community identified needs.

- CCFC helps leverage new resources that are directed to improve community outcomes.

- New and existing resources are strategically invested and coordinated to build a more equitable community and achieve the greatest impact

*As approved by the CCFC Board on July 28, 2009*

Carla Piluso, Chair • Joshua Todd, Interim Director • Marlee Blaire-Brown • Rich Brown • Diane Cohen-Alpert  
Jonath Colon • Chris Edmonds • Monica Ford • Carolyn Graf Pam Greenough • Nay'Chelle Harris  
Kelly Henderson • Commissioner Deborah Kafoury • Olga Kaganova • Leila Keltner, M.D. • Alissa Keny-Guyer  
Patricia Martinez-Orozco • Charles McGee • Linda Ridings • Emily Ryan • Keith Vann • Michael Ware

## **Commission on Children, Families & Community/Poverty Action Council**

### **SUN Service System Assessment 2008-09**

Approved by CCFC: July 28, 2009

The Commission on Children, Families & Community (CCFC) is responsible for providing input and advice on the County's Community Services Block Grant (CSBG) funding decisions. The majority of the County's CSBG funds are invested in the SUN System, so it was decided that increasing CCFC members' knowledge and experience with the system's operations and outcomes would empower CCFC to make well-informed decisions in its CSBG policy oversight role. In Spring 2009, the CCFC asked its Poverty Action Council to organize site visits to SUN Service System anti-poverty service provider agencies to learn about and assess the system's effectiveness in reducing poverty for consumers. It was decided that PAC would make policy recommendations to the CCFC when it concluded the assessment process.

The Poverty Action Council (PAC) is comprised of community members who are committed to addressing poverty in Multnomah County. PAC's work is guided by members who have direct experience with poverty and homelessness. One-third of its members are currently living on a low-income, while the remaining two-thirds work with advocacy organizations or social service agencies.

The Commission's SUN Service System assessment had four goals:

- 1) Communicate directly with agency staff about their anti-poverty programs and services to learn more about each agency's unique service delivery approach. Site visits enabled CCFC/PAC members to learn and experience more about the environment where the services are delivered.
- 2) Explore the impact of the worsening economic recession on consumer needs, system resources, and service delivery demands.
- 3) Inform CCFC's federal oversight role for CSBG dollars and its policy advisory role to the Board of County Commissioners on children, families and poverty systems.
- 4) Develop recommendations to the Board of County Commissioners and Department of County Human Services on systems improvements and enhancements to achieve better outcomes for those in poverty served by CSBG and County dollars.

Eight CCFC members and four PAC members participated in the site visits. In addition, five CCFC staff members participated in the seven site visits. Department of County Human Services staff also participated in each session. *[See Attachment #1 for a full list of site visit participants, including agency representatives.]*

### **SUN Service System Overview:**

Since 2004, the County has directed the majority of CSBG funding to the SUN Service System. SUN is an integrated system of care that provides social and support services to youth, families and community members. The SUN Service System seeks to eliminate poverty in our community by focusing efforts on educational success and economic self-sufficiency.

SUN services are delivered by an aligned system of non-profit agencies, governments, and schools. Major funders of the overall system, in addition to Multnomah County, include: State DHS, Oregon Department of Education, US Department of HUD, and six school districts.

CCFC also provides direct financial support to the system for Parent Child Development Services, Social Services for Students Educational Success (SSSES), and runaway youth shelter through the funding it receives from the Oregon Commission on Children & Families.

### **SUN Service Delivery:**

The academic support portion of the SUN Service System is delivered to children and youth by SUN's school partners as are the parent/family involvement and education aspects of the system. Early childhood and parenting supports are offered by both non-profits and schools. The SUN Service System's anti-poverty services are delivered by seven non-profit, provider agencies, which specialize in working with low- and moderate-income families: IRCO, Impact Northwest, Catholic Charities – El Progreso Hispano, Self-Enhancement, Inc., Human Solutions, Neighborhood House, and NARA. Each agency delivers five standard service elements:

- ☐ Case Management
- ☐ Anti-Poverty Education and Support
- ☐ Housing Stability
- ☐ Economic Self-Sufficiency
- ☐ Basic Needs

These service elements support the SUN System's outcomes, which are

- Reduce the effects of poverty and homelessness by assisting families to meet individuals needs and goals
- Increase family self-sufficiency through increasing the number of families living in permanent housing
- Increase family income

The SUN Service System also includes Targeted Outreach Population (TOP) providers that offer services to racial and ethnic populations that are impacted by poverty. Households can be referred to social service agency providers by SUN community schools or they may access agency services without a school connection.

The SUN anti-poverty providers are divided into six regional services centers located in different areas of Multnomah County. Provider regions and contract amounts are determined by the numbers of low-income residents as determined by their neighborhood schools' Free/Reduced Lunch program utilization and Census data.

### **Assessment Process & Site Visit Observations:**

Agency visits were conducted in March 2009. Site visit assessment forms were comprised of identical questions and were completed by CCFC/PAC members attending the sessions. [See *Attachment #2 for assessment questions*]. Provider agencies were provided with copies of the assessment form before each site visit. Each agency was asked to have management and service delivery staff attend the session. Agencies were also encouraged to have a consumer attend the site visit. Each visit lasted approximately 60-90 minutes. CCFC/PAC members provided completed agency assessment forms to CCFC staff, who compiled the information. Content from the visit assessments fell into four broad categories:

#### **1. System Access:**

The system provides services in six geographic regions located throughout the county. This service delivery approach offers consumers the benefit of seeking services near their home. A few providers did report that some consumers traveled outside their specific community to receive services from their agency. These agencies indicated that consumers had reported an inability to access services through their closest neighborhood agency based on exhausted resources or long waits for services.

## **2. Service Package:**

The key components of the SUN service package are the provision of housing (rent assistance, provision of affordable housing, and emergency shelter) and income supports. All the agencies supplement county funds with other resources to enhance the service package for consumers. Despite these added investments, all provider agencies agreed that the SUN Service System lacks adequate funding to meet community need.

Agency staff also discussed the need to provide "wrap around" services to families with children, specifically mental health services as well as alcohol/drug treatment. Program managers and case managers described challenges securing county treatment services for families in SUN case management. Recommendations were made to improve communications between SUN agencies and county program staff in order to ease access to mental health and treatment services for families in the SUN system. All agencies promoted the importance of early childhood services as an important component of the wrap around service package. Finally, many of those interviewed advocated for comprehensive information and referral supports for consumers who need services outside the SUN System.

## **3. Planning:**

CCFC/PAC members were particularly impressed with the results of agency efforts to support consumer employment opportunities. A few of the provider agencies described collaborations with training and workforce organizations, including community colleges, State Employment Department, and Worksystems, Inc., that had achieved demonstrated successes in improving consumer income from employment. It was also noted that financial education for consumers was essential in ensuring economic self-sufficiency. Free tax assistance and information on tax benefits were also highlighted as beneficial to low-income, working families.

## **4. Management:**

Nearly every provider agency noted the challenges of working with the county's current data management system. All commented about the amount of staff time devoted to data collection and entry. Agency recommendations for data system improvements ranged from switching to a new system to maintaining the current system but easing some requirements on data collection. Nearly every agency agreed that although the data reports are useful, case management time spent collecting and entering data was time away from providing direct services.

## **Conclusion & Recommendations:**

CFC/PAC members noted that each agency offered a unique perspective on the SUN Service System operations and planning. Members who attended the visits have described how

beneficial it was to be on-site with staff and consumers to view the working operations of each agency.

Every site visit also involved a conversation about the negative impact of current economic recession on working families. All agencies agreed that consumer service demands have far outstripped the capacity of the SUN System's resources. System providers welcomed the opportunity to work with Department of County Human Services on grant collaborations or new resource development opportunities.

CCFC/PAC members considered a number of different policy and planning recommendations for the SUN Service System based on the information gained from the site visits. These recommendations are specifically related to the anti-poverty functions of the system's services, which are primarily funded by CSBG funds.

Finally, we would recommend that CCFC receive quarterly reports on the SUN Service System's anti-poverty program outcomes. CCFC/PAC members all agree that having regular updates on the system's operations and accomplishments will provide better opportunities for citizen oversight and policy guidance to the county's anti-poverty portfolio.

<b>System Access</b>	
<b>Observations</b>	<ol style="list-style-type: none"> <li>1. Populations living in poverty are located in all geographic areas of Multnomah County.</li> <li>2. The SUN Service System utilizes a funding formula based on Census and federal Free/Reduced Lunch (F/RL) Program information to determine both service locations and amount of service area funding.</li> </ol>
<b>Policy Recommendations</b>	<ol style="list-style-type: none"> <li>1. The SUN Service System should maintain its service across all geographic areas.</li> <li>2. F/R Lunch program data should be updated each school year to provide the most accurate estimate of community service needs. A yearly analysis of both Census and federal F/RL Program data to ensure services are available in communities of highest poverty numbers and that no community is under-served.</li> </ol>
<b>System Service Package</b>	
<b>Observations</b>	<ol style="list-style-type: none"> <li>1. Providing housing and income supports are key components of the SUN Service System's successful approach to service delivery. Current system resources are inadequate to meet current community and consumer needs.</li> <li>2. There is a pressing need for wrap-around services for consumers, many of whom have multiple barriers to achieving self-sufficiency. Program managers and case managers described challenges securing County-managed treatment services for families in SUN case management.</li> </ol>
<b>Policy Recommendations</b>	<ol style="list-style-type: none"> <li>1. Expand the level of case management resources to adequately meet consumer needs.</li> <li>2. Expand current information and referral resources for consumers who need access to services not offered in the SUN Service System portfolio.</li> </ol>

	3. Support early childhood services for families, specifically the Parent Child Development Centers (PCDS) and engagement with Head Start.
	4. Work across County systems to develop agreements that enhance the anti-poverty system's ability to meet client needs. Explore agreements which will improve access to other services funded with County resources (e.g., alcohol/drug treatment services, senior programs, parenting classes, etc) to leverage greater success and improved outcomes for clients across multiple County programs
<b>System Planning</b>	
<b>Observations</b>	1. Many of the SUN Service System providers had demonstrated success with supporting low-income families in their efforts to secure education, training, and employment opportunities. These successful models have the potential to be replicated by all providers in the system.
	2. Agencies with successful consumer employment results noted that good working relationships with Worksystems, Inc. or other employment/training organizations had been instrumental in helping consumers secure employment.
	3. Consumers often lack information and access to financial education as well as free tax preparation services.
<b>Policy Recommendations</b>	1. Provide consumers with opportunities for high school completion, pre-employment skills training, job skills training, and technical-professional education to secure living-wage employment.
	2. Coordinate with workforce system to ensure that consumers are able to access all available education and training opportunities.
	3. Increase consumer income by providing tax benefit information and free tax assistance to low-income working families.
	4. Support consumer economic stability by providing access to free financial education information.
<b>Management</b>	
<b>Observations</b>	1. Every agency commented about the amount of staff time devoted to data collection and entry related to the County's reporting requirements. Data collection is labor intensive for providers and often takes away from direct service time with consumers.
<b>Policy Recommendations</b>	1. Explore alternative data collection approaches that require less staff effort and produce more informative reports. 2. Share SUN Service System reports with CCFC/PAC on a regular basis in order to inform policy and decision-making regarding the system.
<b>NOTE:</b>	
Not reflected in the following recommendations are concerns about the SUN Service System's capacity to provide resources and supports to income-eligible individuals, seniors, and couples without children. Although not discussed in interviews with providers, CCFC has periodically reviewed the issue of system access for households without children. Some of the system's agency providers do deliver services to singles, seniors, and couples without children using non-CSBG funds, but questions remain about how equitable CSBG resource allocations are to these CSBG-eligible households. Our recommendation is that system managers analyze the availability and utilization of anti-poverty services by all eligible consumer populations.	

# Attachment #1

## Commission on Children, Families & Community/Poverty Action Council SUN Service System Site Visits March 2009

Date	Agency	Site Visit Team
March 6 <sup>th</sup>	<b>IRCO</b> Staff: Sokpak Bhel	Emily Ryan (CCFC Member) Jonath Colon (CCFC Member) Rebecca Stavenjord (CCFC Staff) Patty Doyle (DCHS Staff)
March 9 <sup>th</sup>	<b>Impact Northwest</b> Staff: Suzanne Washington Renata Wilson Connie Held	Keith Vann (CCFC Member) Linda Ridings (CCFC Member) Joe Cartino (PAC Member) Lori Thompson (CCFC Staff) Wendy Lebow (CCFC Staff) Patty Doyle (DCHS Staff)
March 11 <sup>th</sup>	<b>Catholic Charities – El Programa Hispano</b> Staff: Nathan Teske Sandra Rodriguez	Keith Vann (CCFC Member) Linda Ridings (CCFC Member) Brenda McSweeney (PAC Member) Janet Hawkins (CCFC Staff) Patty Doyle (DCHS Staff)
March 17 <sup>th</sup>	<b>Self Enhancement, Inc.</b> Staff: Michael Ware Dan Soltesz Brenda Ahulu	Diane Cohen-Alpert (CCFC Member) Alissa Keny-Guyer (CCFC Member) Joe Cartino (PAC Member) Joshua Todd (CCFC Staff) Patty Doyle (DCHS Staff)
March 19 <sup>th</sup>	<b>Human Solutions, Inc.</b> Staff: Erika Silver Maria Buenrostro Judy Strand (Metropolitan Family Service)	Keith Vann (CCFC Member) Alissa Keny-Guyer (CCFC Member) Patricia Martinez-Orozco (CCFC Member) Steve Weiss (PAC Member) Mary Kirchoff (CCFC Staff) Janet Hawkins (CCFC Staff) Patty Doyle (DCHS Staff)
March 24 <sup>th</sup>	<b>Neighborhood House:</b> Staff: Rick Nitti Angela Deparini	Alissa Keny-Guyer (CCFC Member) Patricia Martinez-Orozco (CCFC Member) LeRoy Patton (PAC Member) Janet Hawkins (CCFC Staff) Patty Doyle (DCHS Staff)
March 30 <sup>th</sup>	<b>NARA</b> Staff: Mary Ann Plumb Carrie Smith Michael Atkins	Carolyn Graff (CCFC Member) Joe Cartino (PAC Member) Wendy Lebow (CCFC Staff) Patty Doyle (DCHS Staff)

## **Attachment #2**

### **Site Visit Questions Related to Service Elements and Outcomes:**

1. When your organization applied for grant funding for the 2008-2009 fiscal year, how did you describe your target client population to the grantors? How does that contrast with the client population actually consuming the bulk of your services? How has your actual client population changed over the past 5 years?
  2. What are your agency's top three strategic successes in addressing poverty within your target consumer population?
    - 2a. To what do you attribute these successes?
    - 2b. What data can you offer to support these accomplishments?
    - 2c. What would you need in order to share your most successful anti-poverty approaches system-wide?
  3. Beyond insufficient funding (for services and capital expenses), what are your agency's next top three challenges to meeting its anti-poverty goals? Increased funding aside, which additional county, state, or community supports or resources would best help your agency overcome these challenges?
  4. The current County anti-poverty system measures for Self-Sufficiency and Case Management include:
    - Clients achieving or maintaining permanent housing
    - Case plan completion to achieve goals
    - Increasing consumer income above the Federal Poverty Level
- How satisfied are you with the level of success your organization has had with respect to these measures? How well do these measures align with how your organization actually measures its anti-poverty success?
5. Beyond stabilizing clients' housing and increasing client family income, if you had access to sufficient resources, which other key anti-poverty outcomes would your organization seek to address?
    - 6a. Assuming that Multnomah County's budget will not increase anytime soon, which recommendations, if any, would you offer toward improving the effectiveness of the county's overall anti-poverty efforts?
    - 6b. Now imagine that Multnomah County was to receive an additional \$10 million in annual funding starting with the 2010-2011 budget. What would you offer toward improving the effectiveness of the county's overall anti-poverty efforts?





Commissioner Judy Shiprack

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**Multnomah County Oregon**

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501 SE Hawthorne Boulevard  
Portland, Oregon 97214

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## **MEMORANDUM**

**TO:** Chair Ted Wheeler  
Commissioner Deborah Kafoury  
Commissioner Jeff Cogen  
Commissioner Diane McKeel  
Clerk of the Board Deb Bogstad

**FROM:** Keith Falkenberg  
Staff to Commissioner Judy Shiprack

**DATE:** July 13, 2009

**RE:** Excuse Memo for August 10-14, 2009.

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Commissioner Shiprack will be out of town August 10th – 14th, 2009. She will not be able to attend the “if needed” executive session and/or briefing on the 11th and the regular Board session on the 13th.