



**EXHIBIT A**

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &  
FINANCIAL PLAN  
Between The  
Multnomah County  
And the  
USDA, FOREST SERVICE  
Mount Hood National Forest**

**2015 ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Multnomah County, hereinafter referred to as "the Cooperator," and the USDA, Forest Service, Mt. Hood National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #12-LE-110606-012 executed on June 15, 2012. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning January 1, 2015 and ending December 31, 2015.

Previous Year Carry-over: NA  
Current Fiscal Year Obligation: \$30,360.00  
**FY2015 Total Annual Operating Plan: \$30,360.00**

**I. GENERAL:**

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

**Principal Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Jason Gates, Chief Deputy 12240 NE Glisan Street Portland, OR 97230 Telephone: 503-251-2451 FAX: 503-261-2812 Email: jason.gates@mcsos.us	Tim Moore, Under Sheriff 501 SE Hawthorne Blvd., Suite 350 Portland, OR 97220 Telephone: 503-988-4409 FAX: 503-998-4320 Email: timothy.moore@mcsos.us



**Principal U.S. Forest Service Contacts:**

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Mark Camisa Patrol Captain, Southwest WA Zone 10600 NE 51 <sup>st</sup> Circle Vancouver, WA 98682 Telephone: 360-891-5132 FAX: 360-891-5249 Email: mcamisa@fs.fed.us	Gloria Perez Grants Management Specialist 10600 NE 51 <sup>st</sup> Circle Vancouver, WA 98682 Telephone: 360-891-5168 FAX: 360-891-5045 Email: gperez@fs.fed.us

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

January 1, 2015 – June 30, 2015:

Wages at the prevailing rate of \$75.34 per hour and overtime rate of \$102.84 per hour.

July 1, 2015 – December 31, 2015:

Wages at the prevailing rate of \$75.34 per hour and overtime rate of \$102.84 per hour.

**II. PATROL ACTIVITIES:**

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

Each tour of duty should begin between 12:00 PM and 4:00 PM and remaining work hours may be varied as agreed to between the Cooperator and U.S. Forest Service.

The primary patrol activities will be during the summer months of May through September; the tour of duty will be ten hours per day on Friday, Saturday and Sunday, and include the national holidays of May 25, 2015, July 4, 2015 and September 7, 2015. Patrol activities may also occur during other months, as funding permits and as agreed to between the Cooperator and U.S. Forest Service. Patrol dates may be varied to address operational needs after mutual agreement between the Cooperator's and the U.S. Forest Service's representatives.

There are patrol-related activities which will impact the Cooperating Deputy's time and will cause him/her to be away from the patrol route (court, reports, or responding to incidents off National Forest). No adjustment to this plan will be required so long as the activities are held to not more than 5 percent of the Deputy's scheduled time.



During scheduled vacations the cooperator, when possible, will provide fill-in Deputies for patrol.

The assigned Deputies would be available for other support and assistance as requested by the U.S. Forest Service.

- B. Patrol routes may be varied at the discretion of the assigned Deputy in order to effectively deal with incidents at other locations as they occur.
1. Patrol on following U.S. Forest Service roads:  
The patrol will begin near Troutdale, Oregon and will include National Forest lands and roads, north and south of the Scenic Highway and to the Multnomah County line at Eagle Creek.
  2. Patrol in the following campgrounds, developed sites, or dispersed areas:  
Wahkeena Falls, trailhead and picnic area; Multnomah Falls, vistas and parking areas; Oneonta trailhead and parking area; Horsetail Falls, trailhead and parking area; Eagle Creek Trailhead, picnic area and campground; Larch Mt., parking and picnic area, Sandy River Delta trailhead and parking lot, and Camp "A" Loop; Wahclella Falls Trailhead; and dispersed site along Tanner Creek Road.
- C. Timely reports and/or information relating to incidents or crimes that have occurred on National Forest System lands should be provided to the U.S. Forest Service as soon as possible.
- D. The assigned Deputies will check in, as practical, with the Ranger District Office or U.S. Forest Service Law Enforcement Officer when they begin their tour of duty, in person, by radio or telephone.
- E. Search and rescue within the Mt Hood National Forest, within Multnomah County, is the responsibility of the Multnomah County Sheriff. The role of the assigned Deputies to this agreement is to take initial action on search and rescue incidents and to coordinate subsequent (short term) activities.

Total reimbursement for this category shall not exceed the amount of: **\$30,360.00**..

**TRAINING:**

*See Cooperative Law Enforcement Agreement Provision IV-K for additional information.*

**III. EQUIPMENT:**

*See Cooperative Law Enforcement Agreement Provisions IV-K, IV-L, and IV-M for additional information.*

- A. The Forest Service agrees to reimburse Multnomah County for equipment and supplies in an amount not to exceed \$1,000. All purchases must be approved by the Forest Service prior to



purchase. Documentation of such purchases shall become part of the Cooperative Agreements' official file.

- B. The Forest Service may loan Multnomah County equipment as needed, when mutually agreed. While in possession of Multnomah County, maintenance of this equipment shall be the responsibility of the Cooperator and shall be returned in same condition as time of transfer.

Total reimbursement for this category will be paid out of the Patrol Activity funds in Section II.

#### IV. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.

- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.

1. Drug Enforcement: This will be handled on a case by case basis. The request will normally come from the Patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.

Authorized activities associated with Drug Enforcement will be identified separately on billings supplied by the Cooperator.

2. Fire Emergency: During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local Patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.
3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated or which typically include very short notice; large group gatherings such as rock concerts, demonstrations, and organization rendezvous.



Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated or which typically include very short notice; large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

C. **Billing Documentation:**

The billing for each incident shall include individual employee times and their agreement rate. Such times will be documented on Crew Time Reports, shift tickets or other agreed upon form, and must be approved by incident management personnel.

For billing done using procedures specified in Section V-B-2, original documentation will be maintained by the Forest Service in the appropriate fire documentation boxes or appropriate incident management personnel; the Cooperator will maintain copies of all such documentation.

V. **BILLING FREQUENCY:**

*See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.*

- A. The Cooperator will submit invoices for reimbursement of services provided under Section II of this agreement monthly or quarterly, at the discretion of the Cooperator.

USDA Forest Service  
Albuquerque Service Center  
Payments-Grants and Agreements  
101B Sun Ave NE  
Albuquerque, NM 87109

**Invoices may also be faxed to:**

1-877-687-4894  
FAX coversheet should be addressed to:  
USDA Forest Service  
ASC – Payments-Grants and Agreements

The Cooperator will prepare an itemized statement for each invoice submitted to the Albuquerque Service Center. The statement will be in sufficient detail to allow the Forest Service to verify expenditures authorized. The itemized statement for reimbursement will also include the following information:

1. Areas patrolled and miles traveled on NFS lands.
2. Person-hours worked in NFS patrol areas.



- 3. Copies of completed Daily Activity Reports.
- 4. Copies of invoice submitted.

By execution of this modification, Multnomah County certifies that the individuals listed in this document, as representatives of Multnomah County, are authorized to act in their respective areas for matters related to this instrument.

The statement should be sent to the following address:

USDA Forest Service, Law Enforcement & Investigations  
 Southwest Washington Zone  
 ATTN: Mark Camisa, Captain  
 10600 NE 51<sup>st</sup> Circle  
 Vancouver, WA 98682

B. For reimbursement of services provided under Sections IV-B-1 and IV-B-3 of this agreement, billing instructions will be specified in the revised Operating Plan.

C. For reimbursement of services provided under Section IV-B-2 of this agreement, the following billing procedure will be used:

Incident management personnel will prepare an Emergency Use Invoice and, upon concurrence of the Cooperator, will submit the invoice for payment along with all required documentation using normal incident business procedures.

The designated representative, IMT official, or a designated forest incident business official, will approve the invoice and submit to the Albuquerque Service Center, Incident Finance, for payment along with a copy of the current Operating Plan.

D. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

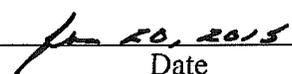
Category	Estimated Costs	Not to Exceed
Patrol Activities	\$0	\$30,360.00
Equipment	\$0	\$1,000.00 (from Patrol Activities amount)
Special Enforcement Situations	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$30,360.00</b>

E. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. See Cooperative Law Enforcement Agreement Provision IV-D.



In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

  
\_\_\_\_\_  
DANIEL STATON, Sheriff  
Multnomah County

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
County Counsel for Multnomah County

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Chair for Multnomah County

\_\_\_\_\_  
Date



LISA NORTHRUP, Forest Supervisor  
U.S. Forest Service, Mt. Hood National Forest

Date

LYNN BURDITT, Area Manager  
U.S. Forest Service, Columbia River Gorge National Scenic Area

Date

*Barb Severson*

*1/7/15*

BARB SEVERSON  
U.S. Forest Service, Special Agent in Charge  
Pacific Northwest Region

Date

The authority and format of this instrument (12-LE-11060600-012) have been reviewed and approved for signature.

*Gloria E. Perez*

*1/7/15*

GLORIA E. PEREZ  
U.S. Forest Service Grants & Agreements Specialist

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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