

AGENDA OF
MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS
FOR THE WEEK OF
February 13 - 17, 1989

- Tuesday, February 14, 1989 - 8:30 AM - Work Session
followed by Planning Items at 9:30 AM
and Informal Briefing at 10:30 AM . . . Page 2
- Tuesday, February 14, 1989 - 1:30 PM - Informal Meeting . . Page 3
- Thursday, February 16, 1989 - 9:30 AM - Formal. Page 4

Tuesday, February 14, 1989 - 8:30 AM

Multnomah County Courthouse, Room 602

WORK SESSION

1. Review and Assessment of Status of the Department of Justice Services

FORMAL MEETING - 9:30 AM

Auto Wrecker's License renewals submitted to the Board with recommendation from Planning and Sheriff's Office that same be approved for Metro Auto Wrecking and Recycling, 28425 SE Orient Drive, Gresham

- C 1-88 In the matter of Recommending to the Board of County Commissioners the submission of Multnomah County's Proposed Local Review Order for Periodic Review under ORS 197.640

Informal Briefing - 10:30 AM

1. Briefing on Legislative Matters - if necessary - Fred Neal

PUBLIC TESTIMONY WILL NOT BE TAKEN AT INFORMAL MEETINGS

*Times are approximate

Tuesday, February 14, 1989 - 1:30 PM

Multnomah County Courthouse, Room 602

INFORMAL

1. *Informal Review of Bids and Requests for Proposals:*
 - a) *Micrographic Services/Archives*
 - b) *Two LCO/LCF Single Axle Cab & Chassis*
 - c) *One Single Axle Cab & Chassis, Conventional Cab*
 - d) *Release Program for Sentenced Female Offenders*
 - e) *Architect Services for JDH*
 - f) *Health Screening for Elderly*
2. *Report of Visitor Attractions Development Project Nominees*
- Chris Moir and Phil Thompson - TIME CERTAIN 1:30 PM
3. *Monthly Library Report (Sarah Long) and Report and*
Recommendation of Library Task Force - Felicia Trader, Chair
4. *Update on the Student Retention Initiative Planning Process*
request to the State - Michael Morrissey
5. *Informal Review of Formal Agenda of February 16*

PUBLIC TESTIMONY WILL NOT BE TAKEN AT INFORMAL MEETINGS

Thursday, February 16, 1989, 9:30 AM

Multnomah County Courthouse, Room 602

Formal Agenda

REGULAR AGENDA

BOARD OF COUNTY COMMISSIONERS

- R-1 In the Matter of the appointments to the Mental Health Advisory Committee: Nina Robart and Chareundi Van-Si (Term - 6/89); Vivian Grubb and Vicki Smead (Term - 6/90); Judy Johnson, Jerry Wang, Roxanne Mossman, and Larry Cooper (Term - 6/91)

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-2 Order in the matter of accepting a Deed for County Road Purposes from James R. and Barbara Greiner on SE 192nd Avenue

DEPARTMENT OF HUMAN SERVICES

- R-3 Budget Modification DHS #33 reflecting additional revenues in the amount of \$529,234 from actual FY 88-89 revenue contracts for weatherization services funded by USDOE/EXXON and LIEAP weatherization funds to Director's Office, Community Services, Materials & Services for pass through to Metropolitan Community Action, and a transfer of \$3,705 as a cash transfer from Indirect to F/S fund
- R-4 In the matter of ratification of an intergovernmental agreement with the State Health Division whereby State agrees to be responsible for all the research components of County's "Outreach and AIDS Prevention Education to IV Drug Users Research Demonstration Grant" from the National Institute of Drug Abuse, for period of February 13 to August 31, 1989

DEPARTMENT OF JUSTICE SERVICES

- R-5 Budget Modification DJS #17 making an appropriation transfer in the amount of \$11,400 within Office of Women's Transition Services from Professional Services to other Material & Service line items (\$7,600) and Capital Outlay Equipment (\$3,800) for a computer

- R-6 *In the matter of ratification of an intergovernmental agreement between the City of Riverside Police Department and Riverside County Sheriff's Department, California and Multnomah County (District Attorney's Office and Sheriff's Office; Drug Enforcement Administration, Oregon; Oregon State Police; United States Attorney for the District of Oregon; Clackamas County Sheriff's Office; Portland Police Department; Washington County Sheriff's Department) in conducting a federally sponsored Network Investigation Project, for period October 1, 1988 to March 31, 1989*
- R-7 *In the matter of ratification of an intergovernmental agreement between Multnomah County Sheriff's Office and the United States Marshals Service in the amount of \$500,000, providing for Federal participation in funding local governmental jail construction (Multnomah County Inverness Jail), and includes a per diem rate for Marshal prisoners held at County facility, for period October 1, 1988 to September 30, 2003*

NONDEPARTMENTAL

- R-8 *Review of Report of Visitor Attraction Development Projects nominated by Advisory Committee, and Board to make recommendations after review of Report to Oregon Tourism Alliance by February 21 (Informal Review of item on Tuesday at 1:30 PM time certain)*

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

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

Friday, 6:00 P.M., Channel 27 for Rogers Multnomah East subscribers

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

Tuesday, February 14, 1989

Cancellation of Briefing at 8:30 AM - Status of Department of Justice Services

Thursday, February 16, 1989

Addition to R-8 Resolution in the Matter of Acceptance of the Report from the Multnomah County Advisory Committee for Oregon Tourism Alliance Visitor Attractions Proposals

Addition of Executive Session to February 16 meeting, following the formal agenda for the purpose of discussing pending litigation, as allowed under ORS 192.660 (1)(h)

PRESS LIST

DATE 2/13/89

THE FOLLOWING WERE CALLED THIS DATE REGARDING:

- a) Meeting _____
- b) Executive Meeting _____ *Cancellation*
- c) Other ~~Deletion of 8:30 Into Work Session~~
on Tuesday 2/14/89.

Signed Jane McHewer

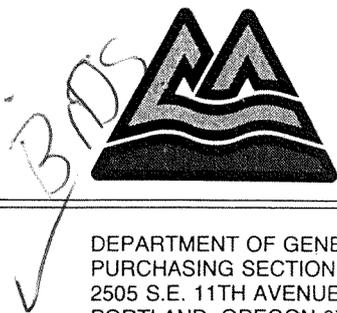
KOIN	Channel 6	✓ 243-6614	<i>ASK for</i> Assignment Desk
KGW	Channel 8	✓ 226-5111	<i>ASK for</i> Assignment Desk
KATU	Channel 2	✓ 231-4260	<i>ASK for</i> Assignment Desk
KPTV	Channel 12	✓ 222-9921	<i>ASK for</i> News Desk
KEX	1190 A.M.	✓ 222-1929	Newsroom/Message
KSGO	1520 A.M.	✓ 223-1441	News Desk
KXL	750 A.M.	✓ 231-0750	Newsroom/Message
KGW	62 A.M.	✓ 226-5095	News Desk
K-103 FM		✓ 643-5103	Newsroom
KXYQ - 105		✓ 226-6731	
OREGONIAN		✓ 221-8566	Harry Bodine <i>Call City Desk</i>
GRESHAM OUTLOOK		✓ 665-2181	Robin Franzen
SKANNER		✓ 287-3562	Patrick Mazza
CABLE		667-7636	

Informal

113
5/62

February 14, 1989

Note: The announced work session regarding review and assessment of the Status of the Department of Justice Services, scheduled for 8:30 AM was cancelled.



MULTNOMAH COUNTY OREGON

1
2/14/89 p.m.

DEPARTMENT OF GENERAL SERVICES
PURCHASING SECTION
2505 S.E. 11TH AVENUE
PORTLAND, OREGON 97202
(503) 248-5111

GLADYS McCOY
COUNTY CHAIR

MEMORANDUM

TO: Jane McGarvin, Clerk of the Board
FROM: Lillie M. Walker, Director, Purchasing Section
DATE: February 7, 1989
SUBJECT: FORMAL BIDS AND REQUESTS FOR PROPOSALS SCHEDULED FOR INFORMAL BOARD

BOARD OF
COUNTY COMMISSIONERS
1989 FEB - 8 PM 2:49
MULTNOMAH COUNTY
OREGON

The following Formal Bids and/or Professional Services Request for Proposals (RFPs) are being presented for Board review at the Informal Board on Tuesday, February 14, 1989.

Bid/RFP No.	Description/Buyer	Initiating Department
B39-800-3341	Micrographic Services/Archives	DGS
	Buyer: Roger Bruno Ex. 5111	Contact: Dwight Wallis Phone: 3741
B06-200-3342	Two LCO/LCF Single Axle Cab & Chassis	DES
	Buyer: Roger Bruno Ex. 5111	Contact: Tom Guiney Phone: 5050
B06-200-3343	One Single Axle Cab & Chassis Conventional Cab	DES
	Buyer: Roger Bruno Ex. 5111	Contact: Tom Guiney Phone: 5050

cc: Gladys McCoy, County Chair
Board of County Commissioners
Linda Alexander, Director, DGS

Copies of the bids and RFPs are available from the Clerk of the Board.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF GENERAL SERVICES

PURCHASING DIVISION
 2505 S.E. 11TH AVENUE
 PORTLAND, OREGON 97202
 (503) 248-5111

GLADYS McCOY
 COUNTY CHAIR

Formal Bids and Professional Services Requests for Proposals (RFPs) for Informal Board,
 Tuesday, February 14, 1989.

Continued . . .

Bid/RFP No.	Description/Buyer	Initiating Department
RFP# 9P0412	Release Program for Sentenced Female Offenders	DJS
	Buyer: Franna Ritz Ex. 5111	Contact: Bill Wood Phone: 3256
RFP# 9P0583	Architect Services for JDH	DES/FM
	Buyer: Franna Ritz Ex. 5111	Contact: Bob Nilsen Phone: 3322
RFQ# 9P1011	Health Screening for Elderly	DHS
	Buyer: Franna Ritz Ex. 5111	Contact: Bill Grossie Phone: 3646
	Buyer: Ex. 5111	Contact: Phone:
	Buyer: Ex. 5111	Contact: Phone:

TO: DAILY JOURNAL OF COMMERCE

Please run the following Classified Advertisement as indicated below, under your "CALL FOR BID" section

MULTNOMAH COUNTY

Proposals Due: March 2, 1989 at 2:00 P.M.

Proposal No. B39-800-3341

BOARD OF
COUNTY COMMISSIONERS
1989 FEB - 8 PM 2:50
MULTNOMAH COUNTY
OREGON

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th Ave., Portland, OR 97202 for:

The purchase of Micrographic Services & Film processing on a
requirements basis for a period of one year with two, optional,
one year renewals

as per specifications on file with the Purchasing Director. No proposal will be received or considered unless the proposal contains a statement by the bidder as part of his bid that the requirements of ORS 279.350 shall be included. Multnomah County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section

2505 S.E. 11th Avenue

Portland, OR 97202

(503) 248-5111

Lillie M. Walker, Director
Purchasing Section

PUBLISH: February 16, 1989

AD2:PURCH2

TO: DAILY JOURNAL OF COMMERCE

Please run the following Classified Advertisement as indicated below, under your "CALL FOR BID" section

MULTNOMAH COUNTY

Proposals Due: March 2, 1989 at 2:00 P.

Proposal No. B06-200-3342

BOARD OF
COUNTY COMMISSIONERS
1989 FEB - 8 PM 2:50
MULTNOMAH COUNTY
OREGON

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th Ave., Portland, OR 97202 for:

The purchase of two (2) current model of production

LCO/LCF Single Axle Cab and Chassis,

as per specifications on file with the Purchasing Director. No proposal will be received or considered unless the proposal contains a statement by the bidder as part of his bid that the requirements of ORS 279.350 shall be included. Multnomah County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section

2505 S.E. 11th Avenue

Portland, OR 97202

(503) 248-5111

Lillie M. Walker, Director
Purchasing Section

PUBLISH: February 16, 1989

AD2:PURCH2

TO: DAILY JOURNAL OF COMMERCE

Please run the following Classified Advertisement as indicated below, under your "CALL FOR BID" section

MULTNOMAH COUNTY

Proposals Due: February 28, 1989 at 2:00 P.

Proposal No. B06-200-3343

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th Ave., Portland, OR 97202 for:

The purchase of one (1) current model of production,
conventional cab, single axle cab and chassis

as per specifications on file with the Purchasing Director. No proposal will be received or considered unless the proposal contains a statement by the bidder as part of his bid that the requirements of ORS 279.350 shall be included. Multnomah County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section
2505 S.E. 11th Avenue
Portland, OR 97202
(503) 248-5111

Lillie M. Walker, Director
Purchasing Section

PUBLISH: February 16, 1989

AD2:PURCH2

BOARD OF
COUNTY COMMISSIONERS
1989 FEB - 8 PM 2:50
MULTNOMAH COUNTY
OREGON

TO: DAILY JOURNAL OF COMMERCE

Please run the following Classified Advertisement as indicated below, under your "CALL FOR BID" section

MULTNOMAH COUNTY

Proposals Due: March 7, 1989 at 2:00 P.M.

Proposal No. RFP# 9P0412

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th Ave., Portland, OR 97202 for:

WORK/EDUCATION RELEASE PROGRAM FOR SENTENCED FEMALE

OFFENDERS.

Multnomah County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section
2505 S.E. 11th Avenue
Portland, OR 97202
(503) 248-5111

Lillie M. Walker, Director
Purchasing Section

PUBLISH: February 16, 1989

BOARD OF
COUNTY COMMISSIONERS
1989 FEB - 8 PM 2:50
MULTNOMAH COUNTY
OREGON

TO: DAILY JOURNAL OF COMMERCE

Please run the following Classified Advertisement as indicated below, under your "CALL FOR BID" section

MULTNOMAH COUNTY

Proposals Due: March 2, 1989 at 2:00 P.M.

Proposal No. RFP# 9P0583

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th Ave., Portland, OR 97202 for:

An architectural firm or firms for the purpose of providing the following services for the Donald E. Long/Juvenile Detention Home Complex:

1. Provide option studies & preliminary cost estimates for either additions & remodels to, or a possible new building complex at the JDH Complex site.
2. Develop schematic designs & cost estimates based on County selected option(s).
3. Provide construction documents based on County selected schematic design(s). The Architect will have minimal involvement during actual construction as the County will be responsible for construction management.

Multnomah County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section
2505 S.E. 11th Avenue
Portland, OR 97202
(503) 248-5111

Little M. Walker, Director
Purchasing Section

PUBLISH: February 16, 1989

BOARD OF
COUNTY COMMISSIONERS
1989 FEB - 8 PM 2:50
MULTNOMAH COUNTY
OREGON

TO: THE OREGONIAN

Please run the following Classified Advertisement as indicated below, under your "CALL FOR BID" section

MULTNOMAH COUNTY

Proposal #: RFQ# 9P1011 at 2:00 P.M.

Proposal Due: March 9, 19

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th Ave., Portland, OR 97202 for:

~~Statements of Qualifications to provide health screening service for the elderly of Multnomah County. These qualification statements will establish the level of interest & necessary qualifications of organizations wishing to provide health screening services for the elderly; recruit, organize, & train volunteer medical service staff, offer a minimum sixteen health screening tests, provide intake, information, & referral to medical services and follow-up, maintain required program records. Applications will be rated pass/fail. Only those agencies prequalifying with this application will be allowed to submit proposals for contracts in response to the Request for Proposals to be issued at a later date.~~

****A MANDATORY information conference will be held in the 2nd Floor Hearing Room, Portland Building, 1120 SW 5th Ave., Pld, OR 97204, on February 24, 1989, at 1:00 PM

Multnomah County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section

2505 S.E. 11th Avenue

Portland, OR 97202

(503) 248-5111

Little M. Walker, Director
Purchasing Section

PUBLISH: February 19, 1989

BOARD OF
COUNTY COMMISSIONERS
1989 FEB - 8 PM 2:50
MULTNOMAH COUNTY
OREGON

Informal

DATE SUBMITTED Feb. 9, 1989

(For Clerk's Use)
Meeting Date 2/14/89 pm
Agenda No. # 2

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Oregon Tourism Alliance Visitor Attractions

Informal Only* Feb. 14, 1989
(Date)

Advisory Committee Report
Formal Only Feb. 16, 1989
(Date)

DEPARTMENT Non-Departmental DIVISION Polly Casterline, Multnomah County Board of Commissioners Dist. 4
CONTACT Chris Moir TELEPHONE 248-5443

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Chris Moir/Phil Thompson

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

To present for review Report of Visitor Attraction Development Projects nominated by Advisory Committee. Board of Multnomah County Commissioners to make recommendations after review of Report to Oregon Tourism Alliance by Feb. 21, 1989.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

- INFORMATION ONLY
- PRELIMINARY APPROVAL
- POLICY DIRECTION
- APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA _____

IMPACT:

PERSONNEL

- FISCAL/BUDGETARY
- General Fund

Other _____

MULTNOMAH COUNTY
OREGON
1989 FEB -9 AM 10:54
BOARD OF
COUNTY COMMISSIONERS

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: Polly Casterline
see

BUDGET / PERSONNEL _____

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

OREGON TOURISM ALLIANCE ADVISORY COMMITTEE
FOR VISITOR ATTRACTIONS
TO MULTNOMAH COUNTY BOARD OF COUNTY COMMISSIONERS
February 10, 1989

The Oregon Tourism Alliance Advisory Committee for Visitor Attractions to the Multnomah County Board of County Commissioners consists of the following members: Karen Whitman representing METRO, Suzanne Whitfield representing the Port of Portland, Phil Thompson representing the City of Portland, and Chris Moir, Multnomah County.

The endeavor of the following report is to comply with the directive in Ordinance #609 that states: (The committee) "shall make a written report to the board of County Commissioners. The report shall identify projects that strengthen the OTA's multi-county tourism development. The report shall describe the feasibility, desirability and respective priority of each application based on the criteria in the OTA's "Project Selection Criteria," a copy of which is attached to this report."

The criteria was carefully evaluated and weighted. Each member deliberated, and brought the results back to committee where the final determination was made.

The Committee selected six project finalists to be submitted to the Multnomah County Board of Commissioners for approval. These projects will then be the basis for a recommendation to the Oregon Tourism Alliance Visitor Attractions Development Committee.

Multnomah County's Advisory Committee decided not to rank order the proposals, instead they attached dollar amounts to the proposals intended for submission.

The finalists include:

THE 1992 PORTLAND FRIENDSHIP FLOTILLA
A Proposal for 1992 Trade Fair of Ships
Recommended Funding \$50,000

This proposal consists of a "mini World's Fair" concept, a "1992 Trade Fair of Ships," a flotilla of refitted freighters from countries from the Pacific Rim to dock together at the seawall of the Tom McCall Waterfront Park and to be, themselves and their contents, the scene of a summer Trade Fair in 1992. This will coincide with the 1992 Bicentennial of Captain Gray's exploration of the Columbia River.

The Friendship Flotilla will tie into the efforts of all cities along the Columbia River that will be creating their own festivities for the occasion (all are OTA counties).

The \$50,000 will fund a Management Consultant at \$15,000 and a Feasibility Consultant at \$30,000 to \$35,000.

The concept has substantial backing from the business community in Portland.

METROPOLITAN WILDLIFE REFUGE SYSTEM
Recommended Funding \$30,000

The Portland Audubon Society has received a challenge grant from the Fred Meyer Charitable Trust in the amount of \$116,000 to establish a Metropolitan Wildlife Refuge System. Working with local park departments, the project will consist of the development of signs, brochures, maps and other informational materials that will highlight the natural resources enjoyed in the metropolitan area. Given the lack of finances within the park departments (primarily Multnomah County and City of Portland), this public-private partnership is necessary to leverage resources.

The \$30,000 in funding will be used to create and promote a 40 mile Loop. Monies will be used to fund signage, the production of maps and brochures and to leverage foundation grant monies received thus far.

The project will enhance and be in harmony with efforts to sell Portland, Multnomah County and the OTA Region. There is broad public support for wildlife-oriented activities and the project will capitalize on that support. There is also support for parks and natural areas, which is an integral focus of the project.

NORTHWEST RAIL MUSEUM
Recommended Funding \$70,000

The Northwest Rail Museum Project has the potential to become a destination attraction for both local residents and visitors throughout the region. It is a project that is not only complimentary to the Oregon Convention Center, it is also complimentary to efforts throughout the OTA Region.

This project is far enough in the development stage to identify the amount of jobs it will create, as well as being one of the only "indoor attractions" in Oregon. It strongly addresses all the OTA criteria. The proponents are networking with many other OTA Counties.

Northwest Rail Museum Continued

The proponents have asked the Regional Strategies Fund for \$4,640,000. However, they were able to identify \$70,000 to be requested from lottery dollars. This would include \$30,000 for establishing an exhibit theme, and \$40,000 to be applied to an engineering contract.

ARTISTS' INITIATIVE FOR A CONTEMPORARY ART MUSEUM
Recommended Funding \$30,000

This proposal, in the development stages, is an Artists' Initiative for a Contemporary Art Collection will be the first artist-initiated, artist-controlled contemporary art collection in the United States. This is being made possible through the cooperation of the artists' profession, which this initiative represents.

"The impact of such a collection would be to increase the attractiveness of our urban environment for the enjoyment of both residents and visitors. The excitement of contemporary art would be a stimulating addition to the city's educational offerings, enhancing the awareness of the vital culture that surrounds us."

A total of 25 internationally known artists have been contacted and have agreed in principal to place works in the museum. Many works will be on loan, and some will be donated. Eventually proponents would like to purchase all works.

\$30,000 would go to the continuation of solicitation of works for the museum as well as support services for that effort.

The following projects are intended for recommendation to the Marketing Committee.

GRESHAM CHAMBER OF COMMERCE BROCHURE
Recommended Funding \$20,000

This proposal to reproduce a brochure is straight forward in it's effort to connect areas in the region. While it centers heavily on East Multnomah County, it is far reaching and effective.

\$20,000 is for a reprint of 100,000 brochures.

MT. HOOD JAZZ WEEK MARKETING
Recommended Funding \$20,000

Jazz Week will be a unique activity sponsored by the Gresham area Chamber of Commerce in conjunction with Mt. Hood Festival of Jazz. Jazz Week is sponsored separately from the Festival but enhances that event.

Until now, Jazz Week has been promoted only within the local Gresham area. The Chamber now wants to expand its marketing efforts and increase the attendance and revenues from Jazz Week activities.

This project is now in existence, has a substantial following, and the marketing component would be self-sustaining after initial funding. The Chamber is prepared to provide administrative coordination and absorb the additional administrative costs of the expanded program.

The success of Jazz Week is well known in the Gresham area. In 1988 Ten restaurants participated, including a three night roving event featuring jazz at the Gresham area restaurants. It also includes a free jazz concert in the Gresham City Park; a run; a walk and volksmarch; the Troutdale Windjam (an arts, crafts and jazz fair); and a jazz round robin.

The \$20,000 will be used as follows:

\$5,000 for Marketing Materials
\$5,000 for Direct Mailing
\$10,000 for advertising, banners and brochures

The final recommendation from the Advisory Committee would be to have the Board of County Commissioners write a letter of support to the Oregon Tourism Alliance to:

- 1) In the event that more lottery dollars are available, a percentage of those dollars would be applied to Multnomah County's proposed projects.
- 2) A support statement from Commissioners concerning OMSI, and the Native American Cultural Center and Linneman Station for alternative funding when and if those monies are available.

DATE SUBMITTED 2/7/89

(For Clerk's Use)
Meeting Date 2/14/89
Agenda No. #3 pm

Library

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Monthly Library Update

Informal Only* 2/14/89
(Date)

Formal Only _____
(Date)

DEPARTMENT County Chair's Office DIVISION _____

CONTACT Mike Dolan TELEPHONE X-3308

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sarah Long

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

Monthly Library Update

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

INFORMATION ONLY PRELIMINARY APPROVAL POLICY DIRECTION APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 15 minutes

IMPACT:

PERSONNEL
 FISCAL/BUDGETARY
 General Fund
 Other _____

BOARD OF
COUNTY COMMISSIONERS
1989 FEB -7 PM 5:00
MULTNOMAH COUNTY
OREGON

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: *Glady M. Coy*

BUDGET / PERSONNEL /

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

MULTNOMAH COUNTY
LIBRARY

Administrative Offices (503) 221-7724 • 205 N.E. Russell St. • Portland, Oregon 97212-3708

Sarah Ann Long, Library Director

Library Director's Office
221-7731

MEMORANDUM

TO: Board of Commissioners, Multnomah County
FROM: Sarah Long *SAL*
RE: Library activities since January
DATE: February 14, 1989

GRESHAM UPDATE

The library has signed a contract with the architectural firm of SERA, Inc. We are already hard at work on plans for the new branch. We are working toward a 20,000 sq. ft. building that will be a community landmark as well as a functional and versatile library space. Our task is further complicated by limited money and time.

Our nine-member advisory committee is helping us with fund raising. We are hopeful that their efforts will not only raise monies for the "ruffles and flourishes" but also will help us involve the community in the construction of the new library.

CENTRAL LIBRARY EXHIBIT

Considerable interest has been generated in the mechanical bank exhibit displayed in the third floor exhibition space at the Central Library. The display consists of 75 cast iron mechanical banks. The banks, part of the Goldome collection shows the 19th century American fondness for human caricatures of contemporary figures with many references to current events. The banks will remain on display through February 23 and have proven to be popular with both adults and children.

PARENTING CENTER

We are implementing a grant received from the State Library to establish a parenting center. Orders have been placed for books, videos, periodicals and audio cassettes. A grant coordinator has been hired to research and assemble a parenting data bank. We are hopeful that the parenting center, to be

established at the Central Library, will be operational next several months.

VOLUNTEER HOURS - 1988

1988 was a banner year for volunteers. They contributed 16,390 hours, a 38 percent increase over 1987. These represent the equivalent of over 8 full time staff members at \$8.00 an hour (the national average figure used in computing volunteer help) that equals a bonus to the library of \$65,112.

In addition, volunteer help made it possible for the library to provide two new services in 1988. Both the Title Wave and the Old Town Reading Room are staffed entirely by volunteers under the supervision of a paid coordinator. These experiments have succeeded as a result of the time and energy of a number of generous, hard working individuals.

In January 1989 volunteers contributed over 1,469 hours, a 100 percent increase over January 1988. We were also pleased to have placed 14 new volunteers in the library system during January. In other words, we are off to another banner year.

HIGH BLOOD PRESSURE, HIGH CHOLESTEROL AND HEART DISEASE

- The causes of these common health problems
- Necessary dietary and lifestyle changes to help reverse these conditions
- Botanical and naturopathic treatments

Speaker:

Dr. Mary Caselli, Naturopathic Physician. She is a graduate of the National College of Naturopathic Medicine.

AT THESE LIBRARY LOCATIONS

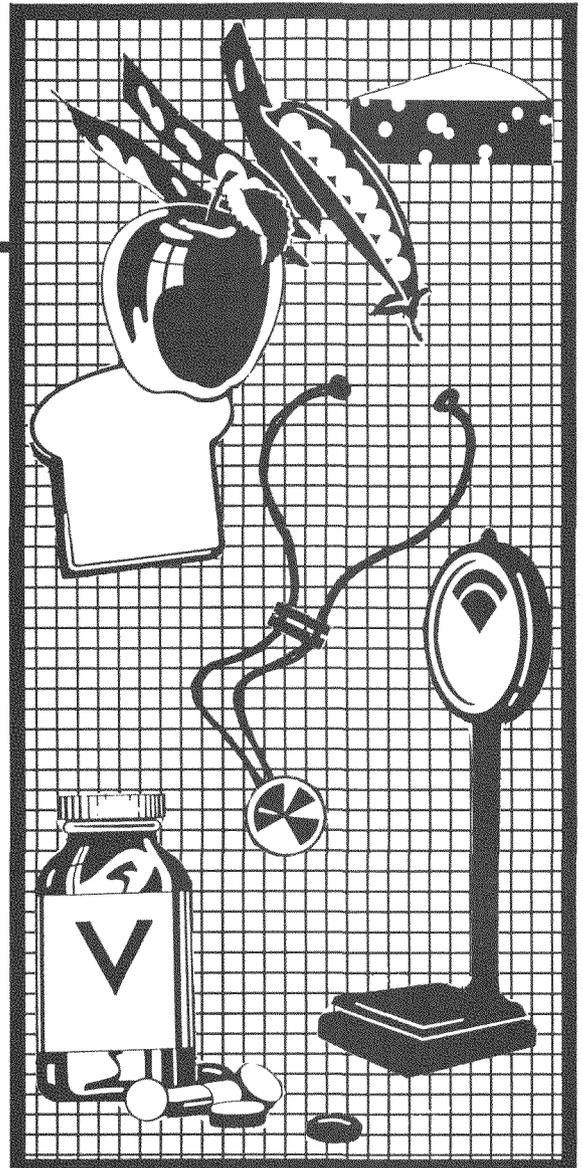
Albina - 3605 N.E. 15th
Saturday, March 18 • 3 p.m.

Capitol Hill - 10723 S.W. Capitol Hwy
Tuesday, March 14 • 7:30 p.m.

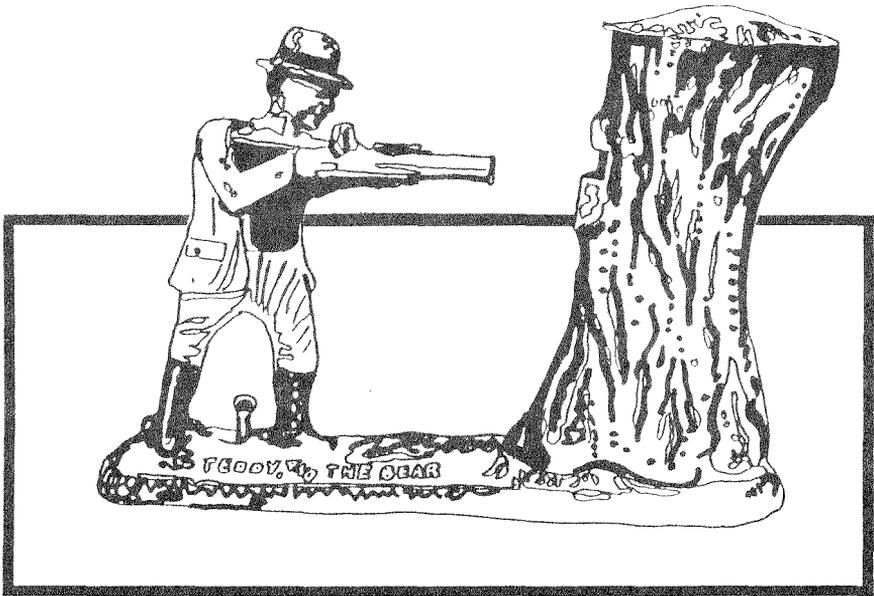
Gregory Heights - 7921 N.E. Sandy Blvd.
Wednesday, January 18 • 2:30 p.m.

Gresham - 410 N. Main
Saturday, February 4 • 2:30 p.m.

Hollywood - 3930 N.E. Hancock
Saturday, March 11 • 3 p.m.



CENTRAL LIBRARY EXHIBIT



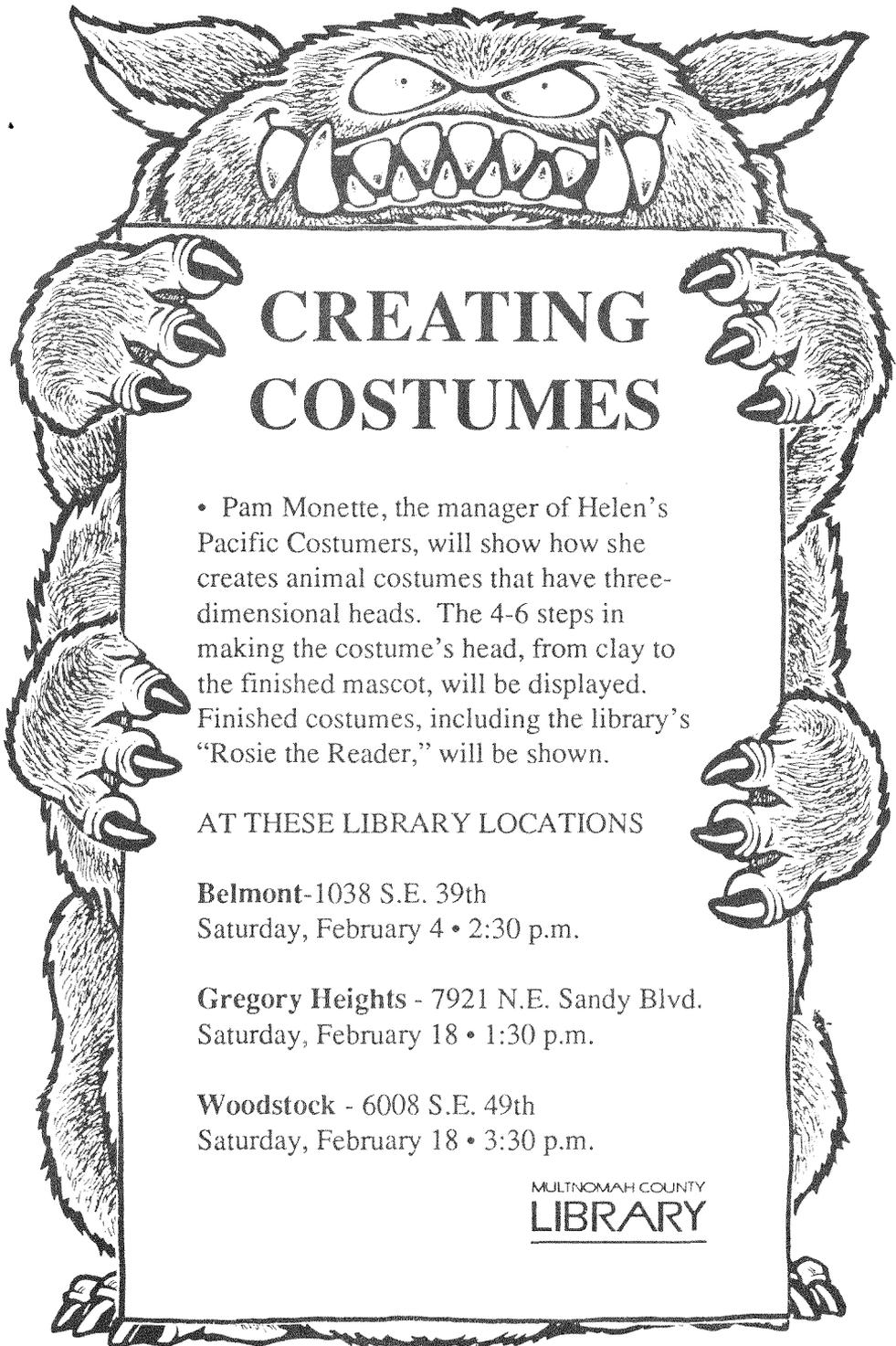
Seventy-five unique early American banks that “perform” various stunts when a coin is deposited. The banks display the nineteenth-century American fondness for humorous caricatures of contemporary figures and references to current events.

An opening will be held Tuesday, January 17, from 6:30-8:30 p.m.
Join us for music and light refreshments

EXHIBIT:

January 17-February 23, 1989
Central Library
Rotunda Gallery-Third Floor
801 S.W. Tenth Avenue, Portland
during regular library hours

MULTNOMAH COUNTY
LIBRARY



CREATING COSTUMES

- Pam Monette, the manager of Helen's Pacific Costumers, will show how she creates animal costumes that have three-dimensional heads. The 4-6 steps in making the costume's head, from clay to the finished mascot, will be displayed. Finished costumes, including the library's "Rosie the Reader," will be shown.

AT THESE LIBRARY LOCATIONS

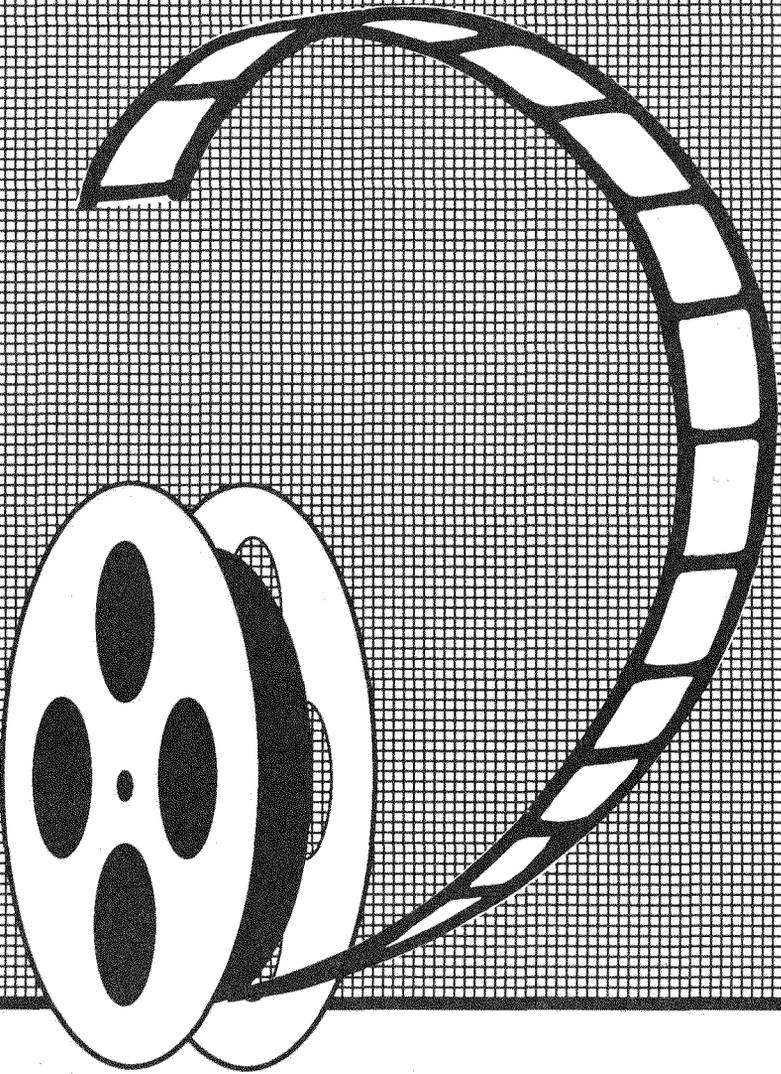
Belmont-1038 S.E. 39th
Saturday, February 4 • 2:30 p.m.

Gregory Heights - 7921 N.E. Sandy Blvd.
Saturday, February 18 • 1:30 p.m.

Woodstock - 6008 S.E. 49th
Saturday, February 18 • 3:30 p.m.

MULTNOMAH COUNTY
LIBRARY

LIBRARY FILM SERVICES



Film Department
Multnomah County Central Library
801 S.W. Tenth Avenue
Portland, Oregon 97205
223-7201

Multnomah County Central Library's film collection consists of 16mm sound films covering many subjects of interest to all age groups.

Because the collection contains materials for a wide range of interests, all films are not suitable for all audiences. Viewer discretion is advised.

HOW TO REGISTER TO BORROW FILMS

Films are **lent** both for individual and group use, but in all cases it is necessary to have one individual be responsible for the films. Individuals, not groups, are registered.

Borrowers must have a valid Multnomah County Library card. Borrowers must register in the Film Department to borrow films. There is an annual \$5 registration fee, which helps cover costs for the repair and replacement of damaged prints. Borrowers under the age of 18 must also have a parent or guardian sign the registration form (for financial responsibility).

Library films may not be shown where an admission fee is charged, nor may they be used for fund-raising purposes.

FILM SCHEDULING

Films must be scheduled at least one day before they are to be picked up. Films may be scheduled in person or by telephone (223-7201), and may be scheduled up to three months in advance.

Borrowers may schedule and take out up to four films at a time.

Films that are not picked up on the first scheduled date of the reservation are automatically released for others to use.

If you are unable to pick up your films, please contact the Film Department as soon as possible.

Films are **lent** for a period of three days, including the day that they are picked up. Films may not be renewed.

FILM PICK-UP AND RETURN

Films must be picked up from and returned to the Film Department at the Central Library. They should NOT be returned through the book drop.

The Library is not able to provide mail or delivery service for films.

OVERDUE FILMS

Fines are charged for films not returned on the due date. It is most important that films be returned on time so that they will be ready for the next scheduled date, and other borrowers not be disappointed.

A fine of \$1 per day is charged for each overdue film with a maximum fine of \$5 per film.

FILM DAMAGE

Film borrowers are responsible for any film damage that occurs during the time **they have** a film on loan from the Library.

The registration fee covers minor film damage but it cannot cover major damage. Film borrowers will be billed for the cost of lost or completely damaged films.

The Library reserves the right to cancel film borrowing privileges of borrowers who have twice damaged ten or more feet of film.

FILM PROJECTION

The Library is not able to provide film projectors. Film borrowers must provide a 16mm sound projector in good working order and an experienced projectionist.

TELEVISION RIGHTS

Permission to telecast any film or part of film from the Library's collection on either broadcast or closed-circuit television must be obtained from the holder of the television rights (usually the producer or distributor of the film). The Library does not have such rights and therefore cannot grant broadcast permission.

HOURS:

Monday-Thursday, 10 a.m. - 9 p.m.
Friday-Saturday, 10 a.m. - 5:30 p.m.
Sunday, 1 p.m. - 5 p.m.

MULTNOMAH COUNTY
LIBRARY

DATE SUBMITTED February 9, 1989

(For Clerk's Use)
Meeting Date _____
Agenda No. _____

Library

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Library Task Force Report

Informal Only* February 14, 1989
(Date)

Formal Only _____
(Date)

DEPARTMENT Multnomah County Chair DIVISION _____

CONTACT Michael Dolan TELEPHONE 248-3308

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Felicia Trader, Task Force Chair

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

Presentation of Recommendations. Discussion by Board of Report and Recommendations

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

INFORMATION ONLY PRELIMINARY APPROVAL POLICY DIRECTION APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 15 Minutes

IMPACT:

PERSONNEL
 FISCAL/BUDGETARY
 General Fund
 Other _____

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1989 FEB -9 PM 12:01

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: *Gladys McLaughlin*

BUDGET / PERSONNEL _____

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

REPORT
GOVERNANCE - MULTNOMAH COUNTY PUBLIC LIBRARY
TO
GLADYS McCOY, MULTNOMAH COUNTY CHAIR

December 13, 1988

Library Task Force:

Felicia Trader, Chair
Karen Berry
Alice Meyer
Clyde Doctor
Bruce Ward (Alternate - Peter Voorhies)

REPORT TO GLADYS McCOY, MULTNOMAH COUNTY CHAIR
Room 134, County Courthouse
1021 SW Fourth Avenue
Portland, OR 97204

DATE: November 22, 1988 (revised December 13, 1988)

SUBJECT: GOVERNANCE--MULTNOMAH COUNTY PUBLIC LIBRARY

FROM: Multnomah County Library Task Force: Felicia Trader, Chair;
Karen Berry, Alice Meyer, Clyde Doctor, Bruce Ward (Alternate -
Peter Voorhies)

Recommendations

1. Multnomah County should form a Multnomah County Library Commission by March 1, 1989 for the purpose of managing the Multnomah County Library. A Library Commission, appointed by Multnomah County Board of Commissioners, would be fully accountable to the public with responsibility for planning and managing the Multnomah County Library system. The Commission should be subject to State law pertaining to public meetings and public records. The Library Commission should have nine members.
2. Multnomah County Library Commissioners should serve as the Directors of an independent organization to operate, maintain, plan and provide library services for Multnomah County. No compensation should be received for serving on the Library Commission. The Commission members should serve staggered terms of a three year duration. The Chair of the Commission should be selected by the Commission members.
3. Multnomah County should assist in the formation of the private, non-profit corporation necessary to provide the statutory structure for the Commission to independently manage library activities. Multnomah County should negotiate with the Library Association to transfer assets and management responsibility from the Association to the Commission. The Commission should be ready to assume responsibility for the Multnomah County Library by July 1, 1989.
4. Multnomah County should expect the Commission to perform the following duties consistent with appropriate state statutes:
 - a) act as personnel authority for the Multnomah County Library system;
 - b) hire and terminate the Library Director;
 - c) prepare and propose the Library's annual budget to the Multnomah County Commission;
 - e) maintain and provide accounting and administrative records as necessary for audit purposes;

- f) manage the Library's resources and assets for the most effective benefit to the public; (It is the opinion of the majority of the Task Force members that Library assets should be considered a public asset to the extent they have been provided by the public. The stewardship of the assets should transfer with the responsibility for managing the library system.)
- g) develop and propose both long term plans for improving library services and recommendations to provide adequate financial support for the appropriate service level;
- h) review and assure the implementation of an affirmative action plan;
- i) direct a community information program; and
- j) delegate the authority for daily operations to the Library Director or her/his designee.

(NOTE: The previous list is not intended to be all inclusive.)

- 5. Multnomah County should protect the stability of the Multnomah County Library work force through this transition. The leadership and the employees are committed to providing high quality, responsive public library services. They must be retained and encouraged to continue implementation of the plans to improve library services. Consideration of privatization or contracting-out library services would be inappropriate and would serve no beneficial public purpose.

Background:

In your letter of July 12, 1988 (attached), you charged the Library Task Force with two goals:

- 1. Identifying non-profit organizations to operate the Library and setting the criteria needed to evaluate such organizations; and
- 2. Outlining the ingredients necessary for any organization to take over from the Library Association of Portland.

In an effort to meet the goals as you directed, the Task Force developed a work plan which consisted of four parts.

First, we reviewed pertinent and available source materials. As you know, considerable, timely material is available from the City Club, League of Women Voters, etc. regarding the advantages and disadvantages of governance options. We analyzed five major reports.

Second, we developed a matrix of options (attached) and evaluative criteria in order to assess the advantages and disadvantages of each option. We considered six "Public" options: Metro District, Metro Contract, County Department, Service District--County, Service District--Special, Commission; and three "Private/non-profit to be formed for that purpose." The characteristics we used to evaluate each option included public accountability, fiscal stability, program advocacy, requirements to implement, cost of change, regional transition, and public/political support.

Third, we requested specific information to assist us to complete our understanding of each option and assess the practicality of each approach. Special thanks to Dave Warren and Larry Kressel for their assistance.

Fourth, we analyzed the information and formed conclusions.

Conclusions:

The Task Force concluded the following factors were critically important to the option recommended:

1. accountability to the public,
2. stability of the library programs,
3. support in the community,
4. support by an organization willing and able to accept the responsibility,
5. support of long term goal of regional library service,
6. implementation without significant increased cost to the public,
7. implementation without opposition of the cities, and
8. implementation by July 1, 1989.

The Task Force concluded only one governance option could materially meet the criteria and that option is recommended. The Task Force is aware that our governance recommendation, in and of itself, does not provide a more stable funding source for library services in Multnomah County. However, we expect the issue of stable financing to get early attention from the Multnomah County Library Commission with recommendations soon provided the Board of County Commissioners.

Commendation:

The Library Task Force extends considerable thanks and appreciation to Mike Dolan for his assistance and support.

ATTACHMENTS

1. Gladys McCoy, Multnomah County Chair establishes Library Task Force to make recommendations on Library governance. Letter, July 12, 1988.
2. Roster of Library Task Force members.
3. Matrix of organizational options--prepared by Committee, September 6, 1988.
4. Memo to Dave Warren from Kathy Innes regarding costs of "County Take Over of the Library", August 22, 1988.
5. Memo to Sarah Long from Martha Julaphongs regarding Innes memo, August 31, 1988.
6. Memo to Felicia Trader from Larry Kressel, responding to legal questions raised by Committee, October 12, 1988.
7. Memo to Felicia Trader from Sarah Long and Karen Berry regarding "Reasons for Not Bidding Library Services," November 15, 1988.
8. Memo to Felicia Trader from Larry Kressel regarding "New Non-Profit Corporation as Possible Governing Body of County Library."

SOURCE DOCUMENTS

1. "EXECUTIVE SUMMARY, FINAL REPORT OF MULTNOMAH COUNTY COMMISSION ON LIBRARY POLICY AND ADMINISTRATION, DECEMBER, 1983", prepared by Don Barney and Associates.
2. "WE'RE STARTING A NEW CHAPTER", Multnomah County Library Long-Range Plan, November, 1986
3. "REPORT ON THE FUTURE OF MULTNOMAH COUNTY LIBRARY", published August 28, 1986, City Club of Portland.
4. "A DEVELOPMENT PLAN FOR THE MULTNOMAH COUNTY LIBRARY", Lowell A. Martin, Consultant, April, 1986
5. "MULTNOMAH COUNTY LIBRARY SYSTEM", League of Women Voters, April 1986.
6. Memo to Board of County Commissioners from Larry Kressel, County Counsel entitled "Response to Questions Concerning Formation of a County Service District (ORS Chapter 451) for Library Services."



GLADYS McCOY, Multnomah County Chair

Room 134, County Courthouse
1021 S.W. Fourth Avenue
Portland, Oregon 97204
(503) 248-3308

July 12, 1988

Felicia Trader, Chair
Director Portland Office of Transportation
1120 SW 5th Ave., Room 702
Portland, Oregon 97204

Dear Felicia Trader:

As an involved member of the community, you know that Multnomah County has been looking for a new way to govern the Public Library. The latest development is that the County and the Library Association of Portland have agreed to review the contract which has provided for the association to operate the library.

In order to find the best way to operate the library by the end of the calendar year, I may be looking to find another non-profit organization to take the library association's place.

Consequently, I have formed a task force of people who have followed library issues to meet briefly and advise the County on possible non-profit agencies who can operate the library. I would like you to be a member of that Task Force.

The Task Force is charged with two overall goals:

1. Identifying non-profit organizations to operate the library and setting the criteria needed to evaluate such organizations; and
2. Outlining the ingredients necessary for any organization to take over from the Library Association of Portland.

I look forward to working with you on this important issue for the benefit of Multnomah County.

Sincere best wishes,


Gladys McCoy
Multnomah County Chair

GM:ddf

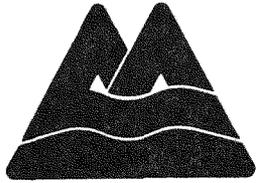
cc: Commissioner Anderson
Commissioner Casterline
Commissioner Kafoury
Commissioner Miller

CHARACTERISTICS

STRUCTURE OPTIONS	GOVERNANCE/ACCOUNTABILITY	FISCAL STABILITY	PROGRAM STABILITY/ADVOCACY	REQUIREMENTS TO IMPLEMENT	COSTS + OR -	REGIONAL TRANSITION HELPS OR HURTS	PUBLIC AND POLITICAL* SUPPORT	OTHER
<u>PUBLIC</u> Metro District	Metro Board	Serial Levy	As now a general purpose government can change priorities.	1. Form district boundaries-Mult. Co. 2. Included jurisdictions must agree 3. Vote?	+ Retirement + Other costs?	Helps	S-City Club, Regional Gov't Supporters, Oregonian O-Metro bashers, some cities, libraries	
Metro Contract	County Commission Metro Board	County Tax Base & Serial Levy	As now a general purpose government can change priorities.	Intergovernmental Agreement	+ Retirement + Other costs?	Helps	Same as first, but slightly weaker in both areas.	
County Department	County Commission	County Tax Base & Serial Levy	As now a general purpose government can change priorities.	Ordinance	+ \$1.6 million	Depends on County Board Hurts - Neutral	S-Labor, County Commission?, Oregonian (weak) O-Cities?	Advocacy discouraged if contrary to County Board
Service District - County	County Commission	1. Separate tax base/serial levy 2. Other fees?	Fairly stable separate identity	1. Included jurisdictions must agree 2. Vote 3. Boundary Commission	+ \$1.6 million	?	S-County Commission O-Cities? Oregonian	
- Special	Elected Board	1. Separate tax base/serial levy 2. Contract w/ County	Fairly stable separate identity	1. ORS Chapter 198 2. Included jurisdictions must agree 3. Vote	No change	Hurts	S-County Commission O-City Club, Portland	
- Commission	County Commission & Appt. Board	County Tax Base & Serial Levy	General Purpose gov't ?	Ordinance/County Department Separate municipal corporation??	\$ \$1.6 million No change	Hurts - Neutral Neutral	S-Labor O-? O-?	Failed 1984 vote by small amount.
<u>PRIVATE</u> "Friends"	County Commission & Private Board	County Tax Base & Serial Levy	Established advocacy 700 members - General purpose gov't	1. Change by-laws - Library Managing Board 2. Contract	No change	Neutral	S-Non-represented employees O-Labor	Least antagonistic to current organizations
RFP	County Commission & Private Admin.	County Tax Base & Serial Levy	Questionable advocacy General purpose gov't	1. RFP Process 2. Contract	+ or - No change	Neutral	S-? O-Labor	New - First in United St
Private/Non-Profit to be formed for that purpose.	County Commission & Private Admin.	County Tax Base & Serial Levy	Questionable advocacy General purpose gov't	1. County helps form corporation 2. Contract	No change	Neutral	S-Non-represented employees O-?	

Library Task Force
1/6/88

S=Support
O=Opposition



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
GLADYS MCCOY, CHAIR
PAULINE ANDERSON
POLLY CASTERLINE
GRETCHEN KAFOURY
CAROLINE MILLER

DEPARTMENT OF GENERAL SERVICES
PORTLAND BUILDING
1120 SW FIFTH, 14TH FLOOR
PORTLAND, OR 97204-1934

(503) 248-3300

OFFICE OF THE DIRECTOR (503) 248-3303
PLANNING AND BUDGET (503) 248-3883
COUNTY COUNSEL (503) 248-3138
EMPLOYEE SERVICES (503) 248-5015
FINANCE (503) 248-3312
LABOR RELATIONS (503) 248-5135

MEMORANDUM

TO: Dave Warren
FROM: Kathy Innes
DATE: August 22, 1988
SUBJECT: County Take Over of the Library

SUMMARY

The Library has a budget of about \$12.5 million including \$2.1 million in capital expenses some of which is one time only. Funding is provided by a \$7.5 million three year serial levy expiring in 1990/91 and \$5 million of General Funds. If the County took over the Library, the personnel costs for Library employees would increase by an estimated \$1,350,000, going from the current \$6,872,000 for base and fringe to \$8,222,000. Offsetting this increase may be savings in the areas of finance and personnel; the Library currently has \$1,000,000 budgeted for Finance and Personnel/Labor Relations.

The Multnomah County Library has a budget of approximately \$12.5 million for 1988/89. In addition, \$770,000 are being held in reserve. Total Resources are \$13.4 million. Most of the funding is provided by a \$7.5 million three year serial levy and approximately \$5 million of County General Funds. The last year of the serial levy is 1989/90. Therefore, in fiscal year 1990/91 some replacement for the \$7.5 million serial levy will be needed.

The budget is presented in table A. It should be noted that the budget includes \$2.1 million in capital expenditures. Part of this is for a new computerized circulation and catalog system (approximate \$1 million).

If the Library became a part of the Multnomah County Government there would be changes in its expenditures. The Library budget for 88/89 includes \$5,578,000 for base salary. If the employees became Multnomah County employees they would be put into County job classes. A preliminary review done by the County Employee Services Division indicates that base salary would increase in the order of 9%, an amount equal to \$518,000.

In addition, there are differences between the Library's current fringe benefits and the benefits that the Library employees would receive if they were County employees. Table B compares the Library's and the County's fringe costs. The cost of percentage-based fringe benefits would be approximately \$582,000 more if the Library employees were County employees. Health and dental would be approximately \$250,000 more. In addition, if the benefits provided by the PERS system are more than those provided by the Library's current retirement system, the Library's retirement system would not be fully funded upon absorption by PERS. The County would have to pay in the difference. An actuarial study would be necessary (and probably required by PERS) to determine what the amount would be.

The Library currently has some costs which might be reduced if the Library were to become part of the County Government. The current Library budget includes the following amounts:

	FTE	Amount
Finance	7.2	\$ 920,000
Personnel/Labor Relations	3.5	171,000
Public Relations	4	<u>224,000</u>
Total		<u>\$1,315,000</u>

If the Library were part of the County, it would not need to maintain a separate general ledger system. However, the County Finance Division might need to hire new staff if the Library became part of the County. How much of the \$1,315,000 in costs could be reduced has not been determined.

It should be noted that the County already owns the main branch of the Library and now does major repairs in this building. The County does not own the fourteen branches. The current Library budget includes \$1.097 million for building management and utilities. This represents about \$4 per square foot. Although there is no average cost per square foot figure to compare this with, the figure seems reasonable when compared with square foot costs in other County buildings. The \$4 per square foot figure does not provide for any major repairs. The County Facilities Management Office cannot give an estimate of required repairs in the Library's facilities without examining them.

2967F/KI/ld

TABLE A

Multnomah County Library Budget

1988-89

Revenue

Serial Levy	7,130,000
Multnomah County General Funds	5,000,000
Interest	130,000
State of Oregon	80,000
Cash Carryover	952,000
Other Income	100,000
Total	13,400,000

Expenditure

Salaries & Fringe	6,872,000
Books	1,406,000
Telephone & Utilities	438,000
Repairs & Maintenance	582,000
Professional Services	428,000
Operations	864,000
Capital Expenditures	2,100,000
Cash Carryover	370,000
Capital Reserve	400,000
Total	13,400,000

2967F

TABLE B

Base & Fringe

Base
\$5,758,000

Base
\$6,276,000

EMPLOYER PAID FRINGE BENEFITS

LIBRARY

COUNTY

Retirement	.0833
FICA	.0751
Workers' Comp.	.0134
Unemployment	.016
Total	.1878

Retirement	.1775
FICA	.0751
Workers' Comp.	.0225
Unemployment	.005
Total	.2801

Health and Dental per employee

default rate 1270/month
number of emp. 214
Total 272,000

2411/month
214
Total 516,000

2967F

MULTNOMAH COUNTY
LIBRARY

Administrative Offices (503) 221-7724 • 205 N.E. Russell St. • Portland, Oregon 97212-3708

Sarah Ann Long, Library Director

MEMO

TO: SARAH LONG

FROM: MARTHA JULAPHONGS 

DATE: August 31, 1988

RE: Memo to Dave Warren regarding County Take Over of the Library

I have reviewed the memorandum from Kathy Innes regarding the County Take Over of the Library and have some concerns about the interpretation of cost figures in our budget request submitted to the County.

I spoke to Kathy Innes last week regarding the formulas we currently use to calculate our fringe benefits. There are significant differences in the potential costs and potential savings than those expressed in the memo.

In the summary a reference is made to the increase in the personnel costs that may be offset by the County departments assuming some of the functions currently provided by Library employees such as personnel, finance and public relations. On page two of the report the budgeted figure of \$1,315,000 is given as an area of potential savings. Of that figure approximately \$726,000 is budgeted for staff training, printing costs other than personnel, postage, office supplies, insurance, travel and professional services contracted outside such as data processing, external audit, attorney's fees, etc. The potential savings in personnel costs would be less than the dollars budgeted for personnel in those three departments. It is unrealistic to expect the County Departments to assume payroll, purchasing, recruiting, training, hiring, printing 2.5 million items in their print shop, maintaining a general ledger for twelve million dollars and the other functions of those departments without adding additional staff.

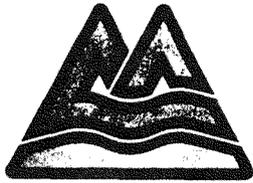
In the last paragraph on page two the statement that the County owns the Central library and does major repairs in this building is also misleading. The County does own the building and during

the past three years has funded asbestos removal in selected locations in the building and also funded the installation of a furnace when the conversion from steam heat to gas heat became necessary. The Library currently budgets for repairs to the Central Library and has also included in the Long Range Plan the expenditure of approximately \$1,000,000 of the five year capital budget for Central renovation to provide more public space in a building that is very overcrowded. The County would need to budget substantial additional dollars to maintain the Central Library.

Page four of the report or Table B does a comparison of the fringe benefits percentages paid by the Library and the County. The retirement percentage for the Library is incorrect. The Library pays 3.33 percent of the first \$6,600 of an employees' salary and 5 percent of the balance into a retirement program. This is an average percentage of .0415 not the .0833 as listed. The employee pays a matching amount. The percentage contribution is one factor in calculating the additional costs. Other factors that would affect the additional amount the County would be required to pay into PERS would include (a) County paying the full amount with no contribution from the employee, (b) increases in the coverage to match coverage County employees currently receives, (c) additional employees on the plan because of the shortening of time before an employee is eligible to join and (d) any contributions negotiated to cover prior years of service to bring library employee benefits in line with other county employees. All of these factors will make a substantial financial impact.

Other fringe benefits costs that would increase are health and dental coverage. The library employees pay a portion of two party and family coverage that would need to be picked up by the County.

I have not been able to assess the base salary increases that would be necessary because I do not have the comparable County salary schedules to determine if 9% is a realistic figure.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF GENERAL SERVICES
COUNTY COUNSEL SECTION
SUITE 1400
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204-1934
(503) 248-3138

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY, CHAIR
PAULINE ANDERSON
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CAROLINE MILLER

M E M O R A N D U M

COUNTY COUNSEL
LAURENCE KRESSEL
CHIEF ASSISTANT
ARMINDA J. BROWN
ASSISTANTS
JANET NOELLE BILLUPS
J. MICHAEL DOYLE
H.H. LAZENBY, JR.
PAUL G. MACKAY
LIA SAROYAN
JANE ELLEN STONECIPHER
MARK B. WILLIAMS

TO: Felicia Trader
Chair, Library Task Force

FROM: Larry Kressel *(LK)*
County Counsel

DATE: October 12, 1988

RE: Short Answers To Task Force Questions

The task force asked several questions about library governance. Here are short answers. I will attend the October 13 meeting to discuss them.

Question 1. What are the methods of financing a special service district; are they different from those for a county service district?

Answer. Both types of districts raise money by taxation. Both can issue general obligation bonds. A county service district can also issue revenue bonds.

The statutes governing county service districts (ORS Ch. 451) impose no upper limit on the district's tax base. By contrast, the total amount a special library district can raise cannot exceed one fourth of one percent of the true cash value of taxable property in the district. This is still a hefty amount, I am told, if the district is all of the county.

There is a limit on the aggregate amount of GO bonds a county service district can issue (2% of cash value of district property). A library district can go higher (2.5%), if the voters say OK.

Felicia Trader
October 12, 1988
Page 2

Question 2. Are service district employees county employees?

Answer. Not necessarily. They would be county employees only if the district contracted with the county for services.

Question 3. Does the county require a charter change to establish a commission which has independent budget and personnel authority?

Answer. I'm unsure of what "independent budget authority" means. The local budget law requires the county governing body to adopt the county budget. ORS 294.435. I believe the statutes present an obstacle to setting up a commission whose budget is not determined by the Board of Commissioners. The charter could also be a problem, since it provides only for advisory commissions and makes the Chair the personnel officer.

Question 4. If a library commission operates with a budget separate from the county, does the establishment of such a commission require approval from affected cities?

Answer. See above.

Question 5. Can the county select the Friends of the Library or other organization to operate the library without going through the RFP process?

Answer. Probably not, given the current rules.

2778R/dp

MULTNOMAH COUNTY
LIBRARY

Administrative Offices (503) 221-7724 • 205 N.E. Russell St. • Portland, Oregon 97212-3708

Sarah Ann Long, Library Director

Library Director's Office
 221-7731

MEMORANDUM

TO: Felicia Trader
 FROM: Sarah Long ^{SNL} and Karen Berry
 RE: Reasons for not bidding library services
 DATE: November 15, 19883

1) LIBRARY SERVICES ARE TOO COMPLEX.

Library services in Multnomah County can be measured in some concrete terms: four million plus items circulated, 591,491 reference inquiries answered in person and another 313,907 answered via the telephone. Last year 15,217 children and 6,964 adults attended library programs. The library has over 375 employees and the 1987/88 budget is in excess of \$12 million.

Writing specifications for library services would be a long and complex process. It would involve hiring an outside consulting firm to not only quantify library services as listed above but also to include the intangibles of library service. For example, how could an RFP specify the manner in which patrons are to be treated, or that cooperative ventures with other libraries were to be sought?

2) LIBRARY SERVICE BY CONTRACT WOULD NOT BE RESPONSIVE

In order to write an RFP for library services all services and functions offered would have to be quantified. The results would be a contract which would specify services to be offered. A library program based on such a contract would not be responsive to patron needs. For example, at the end of December the budget for the Old Town Reading Room will expire. Under a contract, this function would simply cease to exist. But because library services are managed in a more responsive manner, funding was sought to continue the services at least through the end of the fiscal year.

Felicia Trader

MEMO: Reasons for not bidding library services

November 15, 1988

Page 2

3) COUNTY FUNDS OTHER OUTSIDE AGENCIES WITHOUT UTILIZING RFP PROCESS

- o The auditor's office received \$264,000 in fiscal year 1985/86. Although the auditor holds an elected position, the functions of that office could be contracted out to auditing firms.
- o The county contributed \$322,000 in 1985/86 to the Metropolitan Arts Commission, which distributes funds for art projects throughout the area. Other arts agencies could assume these duties if an RFP process was established for this function.
- o The Metropolitan Human Relations Commission seeks to monitor human relations practices in the metropolitan area. Other established groups might be interested in bidding on this contract if an RFP process were established.

4) PUBLIC WANTS MORE NOT LESS LIBRARY ACCOUNTABILITY

One of the refrains that we have heard over current library management is that the library board is not accountable to the public. A new governance of the library should be found which increases accountability. By bidding services to an established corporation (either profit or non-profit), less accountability (between contracts) would be the result.

5) PRECEDENT IS ESTABLISHED FOR CONTINUATION OF PRIVATE NON-PROFIT LIBRARY OPERATION

For more than 100+ years library service in Multnomah County has been provided through a contract with the Library Association of Portland. Public library service in this area has never been provided any other way. It is appropriate that a successor organization carry on this tradition, with a board appointed by the County Commissioners to insure public accountability.

SAL:rg
gov



MULTNOMAH COUNTY OREGON

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 COUNTY COUNSEL SECTION
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 P.O. BOX 849
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CHIEF ASSISTANT
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JOHN L. DU BAY
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 J. MICHAEL DOYLE
 H. H. LAZENBY, JR.
 PAUL G. MACKEY
 MARK B. WILLIAMS

TO: Felicia Trader
 Chair, Library Task Force

FROM: Larry Kressel *LK*
 County Counsel

DATE: October 28, 1988

RE: New Non-profit Corporation as Possible
 Governing Body of County Library

At the last task force meeting, one proposed option for a structure to govern the county library was a new non-profit corporation. In connection with that option, the task force discussed the subject of who could appoint the directors of such a corporation. Specifically, could they be appointed by the Board of County Commissioners? Alternatively, could the directors be appointed by the County Commission and each City Council in the county?

The task force asked me to respond to the above questions. A related question was this: if the directors are appointed by the county, would the employees of the corporation be entitled to benefits as county employees?

The answer to the first question is "yes". State law (ORS Ch. 61) generally prescribes the structure for non-profit corporations. Nothing in the statutes prohibits appointment of the directors by an outside entity or group of entities.

The articles of incorporation of a non-profit corporation set forth, among other things, the number and names of the initial directors. They also describe the manner of electing or appointing subsequent directors. ORS 61.321(1)(f) and (h). Either the articles of incorporation or the bylaws may prescribe qualifications for directors. ORS 61.121(4). (The

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articles would control over the bylaws in cases of conflict.
ORS 61.061(11).)

These state statutes set out very broad guidelines. They leave the details of corporate governance to each group of incorporators. Indeed, ORS 61.121(4) provides that the directors of a non-profit corporation need not even be state residents or members of the corporation itself. (It is also possible to form a corporation that has no members. ORS 61.091.)

Given the broad outline in ORS Ch. 61, I conclude that it would be lawful for the corporate documents to provide that the directors of a non-profit library corporation would be appointed by the County Commission or by the Commission and other designated governmental bodies. Indeed, there is local precedent for such an arrangement. The articles of incorporation for the Metropolitan Public Defender, Inc. provide that directors will be appointed by the County Commissions of three counties, the Oregon Supreme Court Chief Justice, and the president of the Oregon State Bar.

The second question is whether employees of a non-profit library corporation would be construed as county employees if (1) the county commission appointed the directors of the corporation and (2) the county provided most of the funds for the corporation's activities. My research discloses that the answer to this question depends on who directs and controls the employees.

Although I find no Oregon cases directly on point, the critical issue in cases where the employer/employee relation is uncertain is whether the alleged employer exercises control over the worker. See, e.g. Hunter v. Multnomah County, 54 Or. App. 718, 722, 635 P.2d 1371 (1981) (for purposes of workers' compensation law, one who hires and controls worker is the responsible employer); University Medical Associates v. Multnomah County, 57 Or. App. 451, 645 P.2d 557 (1982) (same rule for purposes of determining employer's tort liability for acts of subordinates. See generally, 3 McQuillan, Municipal Corporations 3d, §12.35 (1982)).

The facts that the county government appoints the directors of a library corporation and provides most of the funding would not alone give the county control over the library's employees. Hiring, disciplining, bargaining and other employee-relations functions would presumably be outside county control. If that were so, I believe there would not be an

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employment relationship entitling the library workers to county benefits. Rather, they would be employees of the corporation.¹ Be aware, however, that the closer the county gets to directing and overseeing library employees, the stronger is the argument that the employees actually work for the county.

It's worth noting that the procedure followed in transferring governance responsibility from the Library Association of Portland (LAP) to the new library corporation could play a role in determining the status and rights of the employees. Specifically, if the first step in the process was to transfer all the LAP's assets and liabilities to the county, so that the county for a time actually operated the library, the employees would become county employees. Under state law, the county would be obligated to bargain with the library workers union. See ORS 243.672(1)(h). If the county later transferred governance responsibilities to a non-profit corporation, the transferred employees would be protected by ORS 236.610 et seq. (copy attached). That law would, among other things, allow the transferred employees to retain the retirement benefits they enjoyed as county employees and to return to county employment upon termination of the agreement with the non-profit corporation. See ORS 236.620(2); ORS 236.640. In sum, if the county starts the process by assuming control over the library, that action would have long range fiscal consequences for the county.

Please make this opinion available to other members of the task force prior to the next meeting.

¹ Whether that corporation would be a "public employer" subject to the Public Employees Collective Bargaining Act (ORS 243.650(18)) or the Public Employees Retirement Act (ORS 237.003(7)) is not addressed herein.

2873R/dp

cc: Mike Dolan

(3) "Just cause" means a cause reasonably related to the employee's ability to perform required work. The term includes any wilful violation of reasonable work rules, regulations or written policies. (1979 c.618 §2)

236.360 Disciplinary actions; just cause; notice; procedures. (1) No disciplinary action shall be taken against a police officer without just cause.

(2) A public employer that intends to take disciplinary action shall:

(a) Notify the police officer in writing of the charges against the officer and the proposed disciplinary action; and

(b) Provide the police officer with an opportunity to respond to the charges at an informal hearing which may be recorded, with the person or persons having authority to impose the proposed disciplinary action.

(3) Public employers of police officers shall prepare and maintain written procedures to implement the provisions of ORS 236.350 to 236.370. (1979 c.618 §3)

236.370 ORS 236.350 to 236.370 not applicable to certain police officers. ORS 236.350 to 236.370 does not apply to disciplinary action taken against police officers who are:

(1) In an initial probationary period of employment that does not exceed 12 months or in a probationary period under a collective bargaining agreement which is in excess of 12 months;

(2) Under a collective bargaining agreement requiring just cause for disciplinary action;

(3) Under a county civil service system adopted pursuant to ORS 241.002 to 241.009;

(4) Under a county or municipal civil service system which provides police officers with disciplinary action protections at least equivalent to those provided under ORS 236.350 and 236.360;

(5) The chief executive officers of law enforcement units, as defined in ORS 181.610 (4); or

(6) Supervisory employees, as defined under ORS 243.650 (14), where a collective bargaining agreement is in effect with their public employer. (1979 c.618 §4)

236.405 [1961 c.287 §1; repealed by 1979 c.59 §1]

236.415 [1961 c.287 §2; repealed by 1979 c.59 §1]

236.420 [1961 c.287 §3; repealed by 1979 c.59 §1]

236.425 [1961 c.287 §4; repealed by 1979 c.59 §1]

236.430 [1961 c.287 §23; repealed by 1979 c.59 §1]

236.435 [1961 c.287 §24; repealed by 1979 c.59 §1]

236.440 [1961 c.287 §5; repealed by 1979 c.59 §1]

236.445 [1961 c.287 §6; repealed by 1979 c.59 §1]

236.450 [1961 c.287 §25; repealed by 1979 c.59 §1]

236.455 [1961 c.287 §26; repealed by 1979 c.59 §1]

236.460 [1961 c.287 §7; repealed by 1979 c.59 §1]

236.465 [1961 c.287 §8; repealed by 1979 c.59 §1]

236.470 [1961 c.287 §9; repealed by 1979 c.59 §1]

236.475 [1961 c.287 §10; repealed by 1979 c.59 §1]

236.485 [1961 c.287 §11; repealed by 1979 c.59 §1]

236.490 [1961 c.287 §12; repealed by 1979 c.59 §1]

236.495 [1961 c.287 §13; repealed by 1979 c.59 §1]

236.500 [1961 c.287 §14; 1973 c.773 §3; repealed by 1979 c.59 §1]

236.505 [1961 c.287 §15; 1973 c.773 §4; repealed by 1979 c.59 §1]

236.510 [1961 c.287 §16; repealed by 1979 c.59 §1]

236.515 [1961 c.287 §17; repealed by 1979 c.59 §1]

236.520 [1961 c.287 §19; repealed by 1979 c.59 §1]

236.525 [1961 c.287 §18; repealed by 1979 c.59 §1]

236.530 [1961 c.287 §20; repealed by 1979 c.59 §1]

236.535 [1961 c.287 §21; repealed by 1979 c.59 §1]

236.540 [1961 c.287 §22; repealed by 1979 c.59 §1]

TRANSFER OF PUBLIC EMPLOYEES

236.610 Rights of employee when duties assumed by different public employer. (1) No public employe shall be deprived of employment solely because the duties of employment have been assumed or acquired by another public employer, whether or not an agreement, annexation or consolidation with the present employer is involved. Notwithstanding any statute, charter, ordinance or resolution, but subject to ORS 236.610 to 236.650, the public employe shall be transferred to the employment of the public employer who assumed or acquired the duties of the public employe, without further civil service examination.

(2) As used in subsection (1) of this section, "public employe" means an employe whose salary or wages is paid from public funds and "public employer" includes an Oregon nonprofit corporation that has accepted, by agreement, the transfer of a public facility from a political subdivision of this state for maintenance and operation.

(3) In transferring a public employe under subsection (1) of this section, the employer shall furnish the employment records of that employe to the transferee employer at the time of transfer. The time of transfer shall be by written agreement between the public employers involved. [1963 c.204 §§1, 2; 1971 c.500 §1]

236.
A public
employe
employe
agreement
employe
following:
(1) If
period with
the past shall
apply on
the transfer
(2) No
law apply
employe
feree employe
employe r
ment system
participating
meets the
may elect
available to
The employe
made with
the employe
ment system
participating
retain all
under that
make contract
feree employe
behalf of the
of employe
the transfer
(3) The
employe ac
regular employe
be demoted
(4) The
same privileges
as
employer.

236.6
over transfer

Informal

DATE SUBMITTED Feb. 9, 1989

(For Clerk's Use)
Meeting Date 2/14/89
Agenda No. #4 pm

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Student Retention Initiative

Informal Only* Feb. 14, 1989
(Date)

Formal Only _____
(Date)

DEPARTMENT DHS DIVISION Social Service - Youth Program

CONTACT Michael Merrissey TELEPHONE 3565

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Michael Morrissey

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

Update on the Student Retention Initiative planning process, request to the State.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

INFORMATION ONLY PRELIMINARY APPROVAL POLICY DIRECTION APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 10 minutes

IMPACT:

PERSONNEL

FISCAL/BUDGETARY

- General Fund

Other _____

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: *Rob Blum*

BUDGET / PERSONNEL _____ / _____

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

BOARD OF
COUNTY COMMISSIONERS
1989 FEB -9 AM 10:48
MULTNOMAH COUNTY
OREGON

submitted
2/14/89

MULTNOMAH COUNTY SRI PROGRAMS

1989-91 PROPOSALS

Continuation		<u>Request</u>	New Concepts		<u>Request</u>
PART D	STEP	84,625	Parkrose STEP	31,590	
PROGRAMS			Jefferson STEP	<u>53,035</u>	
	Total Part D	84,625	Total Part D	84,625	
PART E	STIP	33,552	Pregnancy Prev.	78,900	
PROGRAMS	UP	35,000	Bridge Roosevelt	98,620	
	PPS Teen Mom	40,000	Peer Helper	131,500	
	MESD Teen Mom	25,000	SE Portland Student	81,367	
			Service Center		
	NP Student	65,979	Self Enhancement	153,902	
	Services				
	Total Part E	<u>199,531</u>	Multnomah ESD Teen Mom	<u>79,500</u>	
			Total Part E	<u>623,789</u>	
Total Continuation		284,156	Total New	708,414	

STUDENT RETENTION INITIATIVE

Continuation Proposals

Part D: East Multnomah County STEP: The project identifies, recruits and provides a series of preventive services for 120 JTPA eligible youth from low income families at risk of dropping out of school within the David Douglas, Gresham, Centennial and Reynolds School districts.

Part E: PPS/North Portland Student Service Center: provides site-coordinated educational and social service support to at risk students attending Ockley Green and Portsmouth middle schools.

Multnomah ESD/Teen Mom Program: Serves 10 additional teen moms with the provision of educational services and focused coursework in nutrition and child care to enhance parenting abilities.

PPS/Teen Parent Program: Provides child care services for teen parents attending Continuing Education for Girls and coordinates parent education services and case management with CEG.

School Transition Intervention Project (S.T.I.P.)/Southeast Youth Service Center: Utilizes a peer group counseling format at targeted schools on a twice weekly basis; also provides individual counseling, advocacy, case management, and transition to high school.

Untapped Potential/East County Youth Service Center: replicates STIP services in two east county school districts.

New Concepts for 1989-91 Plan

Part D. STEP - Parkrose District: expands the existing east county STEP program to include the Parkrose District to serve 15 potential dropout eighth grade students enrolled in Parkrose Middle School. Students will receive advocacy and tutoring services during school year and basic skills remediation and work experience in the summer between 8th and 9th grades.

STEP - Jefferson High School: adds a full-time advocate to strengthen services provided by the STEP program at Jefferson High. Services will address 30 8th grade potential dropouts from Tubman and Ockley Green middle schools. Basic skills remediation and summer work experience are included in the program.

Part E. BRIDGE/Roosevelt High School: Will serve 25 potential dropout students from Portsmouth or George middle schools; provides specialized classroom training including advocacy services and tutoring which focuses on reducing student barriers to successful completion of high school. Coordinates with Student Service staff and connects JTPA eligible students to STEP.

PPS: Middle School Teen Pregnancy Prevention: Provide choicemaking skills, train core staff in identified middle schools (both PPS and east county), conduct focus groups with high risk students.

Peer Helper Training Program: Trains a cadre of staff and middle school students county-wide with process skills to generate involvement activities, channel peer pressure, and build personal and social competency skills.

PPS: Southeast Portland Student Service Center: provides intervention and assistance for education and non-education related problems of at risk youth at Sellwood Middle School; monitors academic, attendance and behavior functioning; identifies medical and social factors and brokers service delivery.

Multnomah ESD: Teen Moms: Adds a case management/social service component to the existing academic program.

Self-Enhancement Middle School Program: Program includes six weeks of summer programming and continues through the school year with In-school/After-school services which include academic skill building activities, cultural enrichment, and self-esteem building activities.