



Multnomah County Oregon

# Board of Commissioners & Agenda

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## BOARD OF COMMISSIONERS

### Ted Wheeler, Chair

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-3308 FAX (503) 988-3093

Email: [mult.chair@co.multnomah.or.us](mailto:mult.chair@co.multnomah.or.us)

### Maria Rojo de Steffey, Commission Dist. 1

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5220 FAX (503) 988-5440

Email: [district1@co.multnomah.or.us](mailto:district1@co.multnomah.or.us)

### Jeff Cogen, Commission Dist. 2

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5219 FAX (503) 988-5440

Email: [district2@co.multnomah.or.us](mailto:district2@co.multnomah.or.us)

### Lisa Naito, Commission Dist. 3

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5217 FAX (503) 988-5262

Email: [district3@co.multnomah.or.us](mailto:district3@co.multnomah.or.us)

### Lonnie Roberts, Commission Dist. 4

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5213 FAX (503) 988-5262

Email: [lonnie.j.roberts@co.multnomah.or.us](mailto:lonnie.j.roberts@co.multnomah.or.us)

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## JANUARY 29 & 31, 2008 BOARD MEETINGS FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:00 a.m. Tuesday Executive Session
Pg 2	10:00 a.m. Tuesday MCSO Update on Policy and Operational Issues
Pg 2	10:45 a.m. Tuesday MCSO Briefing on 57 Jail Beds and Review of Classification System
Pg 2	11:00 a.m. Tuesday CCFC Early Childhood Framework and Early Childhood Programs
Pg 4	10:25 a.m. Thursday County Auditor's Audit of Tax Abatement Programs
Pg 4	10:50 a.m. Thursday Authorization to Proceed with Soliciting Proposals to Construct the East County Justice Center
Pg 4	11:00 a.m. Thursday Presentation on Health Effects, Cost of Impacts of Pollution

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

Thursday, 9:30 AM, (LIVE) Channel 30  
Saturday, 10:00 AM, Channel 29  
Sunday, 11:00 AM, Channel 30  
Tuesday, 8:15 PM, Channel 29

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Tuesday, January 29, 2008 - **9:30 AM**  
Multnomah Building, Sixth Floor Commissioners Conference Room 112  
501 SE Hawthorne Boulevard, Portland

## **EXECUTIVE SESSION**

- E-1 The Multnomah County Board of Commissioners will meet in Executive Session Pursuant to ORS 192.660(2)(d),(e) and/or (h). Only Representatives of the News Media and Designated Staff are allowed to attend. News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Session. No Final Decision will be made in the Session. Presented by County Attorney Agnes Sowle. 30 MINUTES REQUESTED.
- 

Tuesday, January 29, 2008 - **10:00 AM**  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **BOARD BRIEFINGS**

- B-1 Briefing Update on Policy and Operational Issues in the Multnomah County Sheriff's Office. Presented by Chief of Staff Christine Kirk, Business Services Director Larry Aab, Chief Deputy Ron Bishop, MCSO Human Resources Director Jennifer Ott and Captain Bobbi Luna. 45 – 60 MINUTES REQUESTED.
- B-2 Briefing on 57 Jail Beds Funded on Contingency and Review of the Classification System by the National Institute of Corrections. Presented by Chief of Staff Christine Kirk and Captain Bobbi Luna. 20 MINUTES REQUESTED.
- B-3 Briefing on the Early Childhood Framework and Early Childhood Programs in Multnomah County. Presented by Wendy Lebow, Bruce Spilde, Jan Wallinder, Renea Arnold, Peggy Samolinski, Susan Kirchoff, Elana Emlen and Deborah Murray. 40 MINUTES REQUESTED.

Thursday, January 31, 2008 - 9:30 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

### **REGULAR AGENDA**

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

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

#### **SHERIFF'S OFFICE – 9:30 AM**

R-1 Budget Modification MCSO-07 Appropriating \$835,000 General Contingency Fund to Continue to Operate 57 Jail Beds at the Multnomah County Detention Center from February 1 through June 30, 2008

#### **COMMISSION ON CHILDREN, FAMILIES AND COMMUNITY – 9:35 AM**

R-2 Approval of the Updated Early Childhood Framework

#### **NON-DEPARTMENTAL - 9:40 AM**

R-3 PROCLAMATION Proclaiming the Month of February 2008 as American Heart Month and February 1, 2008 as National Wear Red Day

R-4 First Reading of a Proposed ORDINANCE Amending Multnomah County Code Chapter 29 to Establish Special Bridge Lighting Permit Program and Fees

R-5 RESOLUTION Establishing a Special Bridge-Lighting Committee

#### **DEPARTMENT OF HEALTH – 10:15 AM**

R-6 Budget Modification HD-26 Appropriating \$208,698 from Clackamas and Washington County for Public Health and Medical Consultation

R-7 NOTICE OF INTENT to Apply for a \$150,000 Grant from the US Department of Health and Human Services' Health Resources and Services

Administration to Expand the Capacity to Deliver Mental Health and Substance Abuse Services to Underserved Residents of Multnomah County

**DEPARTMENT OF COUNTY HUMAN SERVICES – 10:20 AM**

R-8 NOTICE OF INTENT to Apply for \$75,000 Grant Funding to Assess the Effects of an Interpersonal Violence Prevention Housing Model on Suicide Threats or Attempts

**AUDITOR'S OFFICE – 10:25 AM**

R-9 County Auditor's Audit of Tax Abatement Programs. Presented by LaVonne Griffin-Valade and Mark Ulanowicz. 15 MINUTES REQUESTED.

**DEPARTMENT OF COUNTY MANAGEMENT – 10:40 AM**

R-10 Second Reading and Possible Adoption of an ORDINANCE Amending MCC Sections 9.010 and 9.260 to Delete Confidential Employee References

R-11 Approval of the 2007-2012 Labor Agreement Between Multnomah County and International Union of Operating Engineers "IUOE" Local 701, AFL-CIO

R-12 RESOLUTION Approving Authorization to Proceed with Soliciting Proposals to Construct the East County Justice Center Project

R-13 Presentation on Health Effects, Cost of Impacts of Pollution. Presented by Oregon Environmental Council, Molly Chidsey, Sustainability Program, Lila Wickham, Environmental Health. 15 MINUTES REQUESTED.

**BOARD COMMENT – 11:15 AM**

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



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

**Meeting Date:** 01/29/08  
**Agenda Item #:** E-1  
**Est. Start Time:** 9:00 AM  
**Date Submitted:** 01/24/08

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

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

**Requested Meeting Date:** January 29, 2008      **Amount of Time Needed:** 15-30 minutes  
**Department:** Non-Departmental      **Division:** County Attorney  
**Contact(s):** Agnes Sowle  
**Phone:** 503 988-3138      **Ext.** 83138      **I/O Address:** 503/500  
**Presenter(s):** Agnes Sowle and Invited Others

**General Information**

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

No final decision will be made in the Executive Session.

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

Only representatives of the news media and designated staff are allowed to attend. Representatives of the news media and all other attendees are specifically directed not to disclose information that is the subject of the Executive Session.

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

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

ORS 192.660(2)(d),(e)and/or(h)

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

**Required Signature**

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

**Date:** 01/24/08



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

**Meeting Date:** 01/29/08  
**Agenda Item #:** B-1  
**Est. Start Time:** 10:00 AM  
**Date Submitted:** 01/23/08

**Agenda Title:** **Briefing Update on Policy and Operational Issues in the Multnomah County Sheriff's Office**

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

**Requested Meeting Date:** January 29, 2007      **Amount of Time Needed:** 45-60 minutes  
**Department:** Multnomah County Sheriff's Office      **Division:** Executive Office/Corrections  
**Contact(s):** Christine Kirk  
**Phone:** 503.988.4301      **Ext.** 84301      **I/O Address:** 501/350  
**Presenter(s):** Chief of Staff Christine Kirk, Business Services Director Larry Aab, Chief Deputy Ron Bishop, MCSO Human Resources Director Jennifer Ott, and Captain Bobbi Luna

**General Information**

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

Briefing Only

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

The Multnomah County Sheriff's Office would like to update the Board on current priorities. The intent of this briefing is to provide an update on topics such as:

Review and process to develop a business plan relating to the Post Factor Study and previous reports.

An update on hiring and recruitment of Corrections Deputies.

Tracking of leave use, time analysis efforts and work with MCSO HR/Internal Affairs and County HR/Labor Relations.

Information on the review of our classification system will be presented at another briefing on the same morning.

The goal is to provide a high level overview as MCSO will be bringing each of these topics back to

the Board in much more detail as the work progresses.

3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

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**Required Signature**

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



**Date: January 23,  
2008**



# MULTNOMAH COUNTY SHERIFF'S OFFICE

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BERNIE GIUSTO  
SHERIFF

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[www.sheriff-mcso.org](http://www.sheriff-mcso.org)

## MEMORANDUM

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TO: BERNIE GIUSTO, Sheriff

FROM: LARRY AAB, Director  
Division of Business Services

DATE: AUGUST 5, 2007

SUBJECT: TIME MANAGEMENT UNIT

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After the sick leave meeting of August 1, I have given a considerable amount of thought to how we follow up on the data presented and the recommendations discussed. I agree with you that some type of centralized time management function will be a useful method of managing sick leave and independently validating other types of leave. How that unit functions and how it interacts with the Division's command staff should be given careful thought. This memo describes a Time Management Unit and defines its role in managing, reporting, and analyzing data, and assisting operational managers in time management in the Sheriff's Office.

There are many reasons that operational divisions have limited ability to manage leave data. Barriers include:

- Lack of easy access to leave data for analysis. Leave data is reported through the Telestaff timekeeping system with leave and payroll data stored in SAP. Management reports in SAP, while available to managers are difficult to access and format for those not accustomed to routinely using the data base.
- Lack of trained staff to analyze and report leave trends. Collecting data, identifying trends, and reporting are very time consuming. In the event of misuse of time, reporting protocols must be applied consistently in order to ensure fairness to the employee and administratively sufficient data for corrective action.
- Lack of time to analyze data and compile statistics. The appropriate role of operational staff is to manage the day to day operational issues of a jail facility. An important function is to manage staff and their use of time. However, the more complexities there are in using time, the more difficult it is to compile, analyze, and report leave usage. Most managers anecdotally know which of their employees are using time in a questionable manner. However, without sufficient time, training, and analysis skills, operational managers lack sufficient information to manage leave usage and confront employees who are displaying patterns of leave abuse.

## **Role of a Time Management Unit**

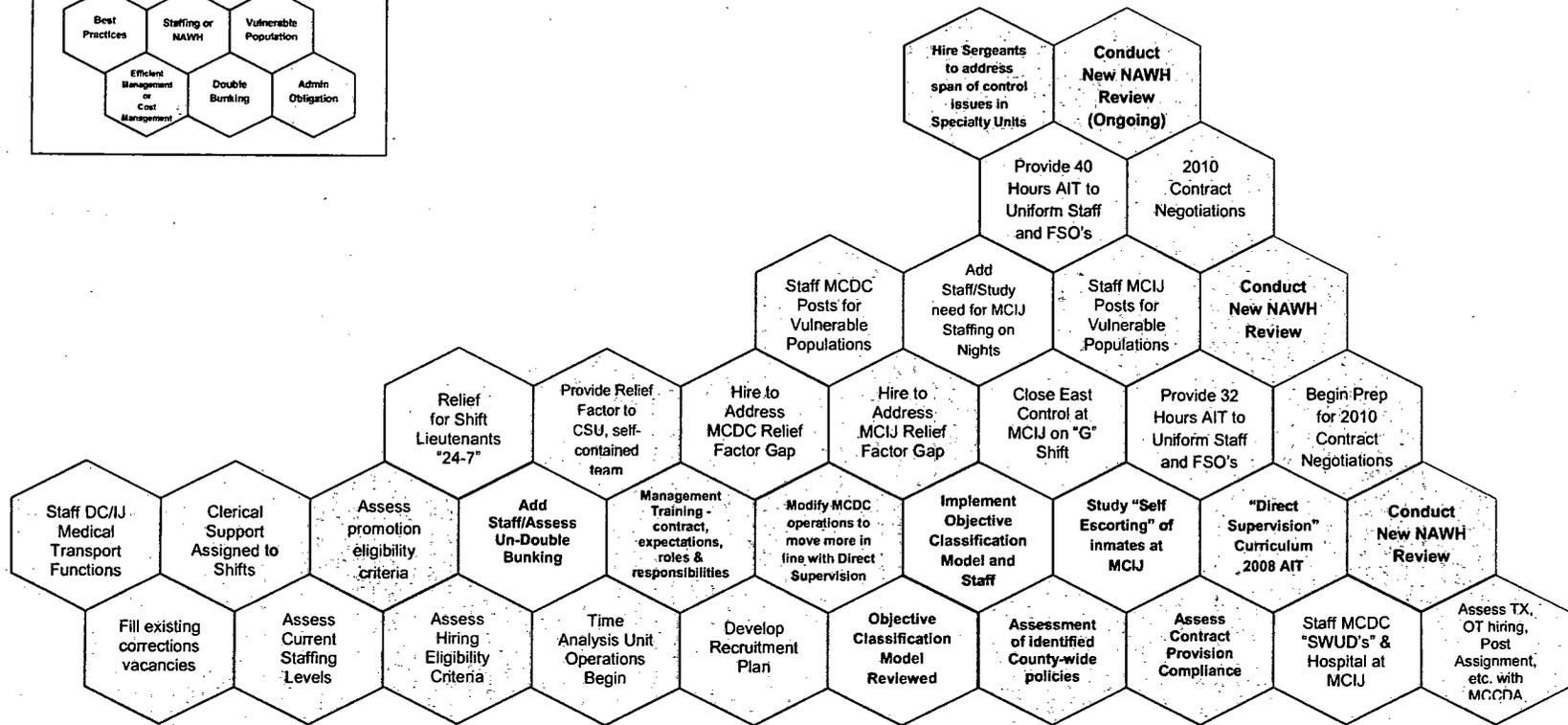
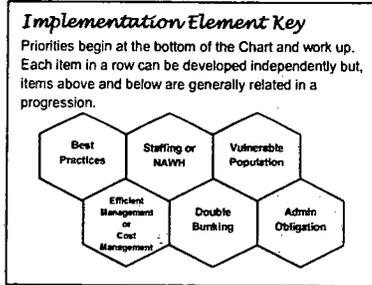
- The Time Management Unit will provide the communication and feedback links to agency managers to allow them to appropriately manage employee leave usage. Through analysis of SAP and Telestaff time reporting, the unit will focus on leave usage that exhibits patterns of misuse or abuse of leave, prepare documentation outlining the patterns, and then provide the information to the appropriate exempt manager for investigation and follow-up. The unit will also be the feedback loop for reporting back action taken. This allows operational managers to continue making staffing decisions relating to filling posts, approving time, assigning employees, and other employee decisions more appropriately made at the operational level. It also creates the audit loop currently missing that will ensure consistency and accountability in managing time.
- Provide analysis to the Human Resources Unit to monitor FMLA/OFLA usage and identify trends or patterns that might merit further inquiry or follow-up.
- Set impact goals for managing sick leave and dependence upon overtime. Provide monthly usage reports showing trends, types of hours used, comparative usage to prior pay periods, and progress toward realizing these goals. Incorporate the less than 24 hour report into leave management by calendaring employees who appear on the report to spot leave usage patterns and areas where corrective management may be necessary. These reports will be used as a tool to determine if established leave usage policies are effective in managing time.
- Develop payroll procedures to ensure consistency in application and compliance with bargaining unit agreements. We have found on numerous occasions that payroll policies vary by unit and sometimes by individual authorizing time. The unit will develop payroll policies to be applied across the board and are consistent with bargaining unit agreements, MCSO work rules, and county policy.
- Develop Telestaff rules and ensure that business rules are kept up-to-date in the system. By September 1, Telestaff will be implemented throughout the agency. Business rules have been written generally based on current payroll methodologies. However, the implementation phase is an excellent opportunity to identify payroll rules that need review and modification. The Time Management Unit will be responsible for identifying weaknesses, researching and receiving feedback from operational users, and implementing and communicating time management changes.
- Annually review, recalculate, and update the agency post factor. This needs to be done both for accuracy in the annual bid for corrections facilities and for accurate budgeting.
- Work with Corrections Administration to review the facilities annual bid to determine optimal numbers for time off using eligibility data updated with post factor and leave accrual projections.
- Incorporate existing payroll unit staff to ensure consistency in time entry with MCSO business rules and county policies.
- Provide training to time approval staff and new employees. Provide orientation to new employees on leave policies and "no tolerance" to sick leave abuse. Provide training to managers regarding leave management and what they can and can't do with employee leave.
- Remain up to date through internet research, conferences, and literature review on national trends and best practices.

# MULTNOMAH COUNTY SHERIFF'S OFFICE

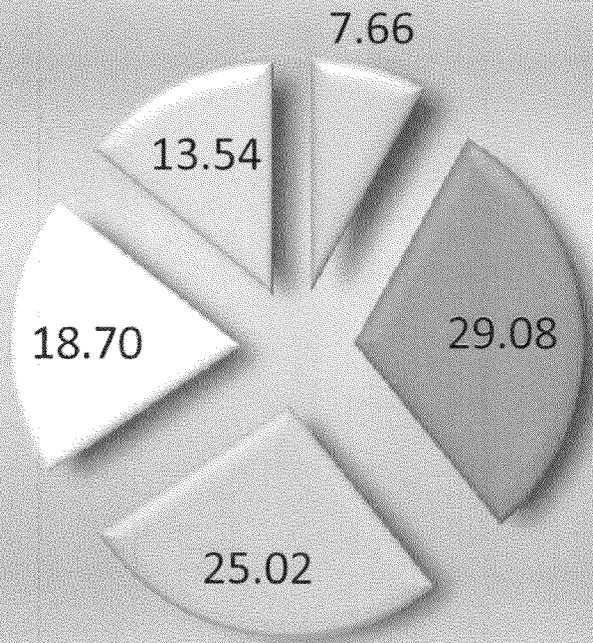
## Staffing Study – Implementation Stages

January 2008

DRAFT



## Breakdown of New Posts for Jails and Court Services



- Additional FTE Due Solely to Proposed SRF
- New Posts (Due to function being filled on OT/adding a SRF where none existed)
- New Posts (Due to Supervision of Vulnerable Populations)
- New Posts (Due to Supervision of Double Bunked Populations)
- New Posts (Due to "Best Practices" Adjustment)



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MEMORANDUM

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TO: BERNIE GIUSTO, Sheriff

FROM: LARRY AAB, Director  
Division of Business Services

DATE: AUGUST 5, 2007

SUBJECT: TIME MANAGEMENT UNIT

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- Annually review, recalculate, and update the agency post factor. This needs to be done both for accuracy in the annual bid for corrections facilities and for accurate budgeting.
- Work with Corrections Administration to review the facilities annual bid to determine optimal numbers for time off using eligibility data updated with post factor and leave accrual projections.
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## MEMORANDUM

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TO: ALL MCSO

FROM: BERNIE GIUSTO, Sheriff

DATE: OCTOBER 29, 2007

SUBJECT: TIME MANAGEMENT

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The purpose of this memo is to inform all members of the agency of their responsibilities in reporting for duty and emphasize each member's obligation to use leave time in a manner that is within the guidelines of their appropriate bargaining unit agreement; consistent with MCSO and county policy; and is ethically and legally accountable to the public safety profession and the people we serve.

Time management is a very broad term and is inclusive of appropriate levels of staffing; use of planned time off such as vacation, personal holidays, and comp time; and the use of sick leave. The management of time is an important element to the efficient use of public money and is a common issue in 24/7 public safety operations across the nation.

It is important to create a workplace that encourages a culture which:

- Is based on equity and procedural fairness;
- Relies on effective two-way communication;
- Encourages realistic productivity and performance management outcomes;
- Demonstrates management interest in employee job satisfaction and motivation;
- Provides for as much flexibility in work design and organization as is operationally feasible;
- Demonstrates management commitment to the physical and emotional well-being of all employees;
- Demonstrates management accountability for scheduling, managing, and monitoring time in a consistent and fair manner; and,
- Holds members accountable for the appropriate and ethical use of leave consistent with bargaining unit agreements and MCSO/Multnomah County policies.

All members should be aware of the potentially devastating consequences that insufficient leave time may cause. At any unforeseen moment a member may be stricken with a catastrophic event in their life. Failure to anticipate these events could result in little or no resources to continue supporting their family or manage their financial obligations. Once paid leave, FMLA and OFLA times are exhausted county paid medical benefits are no longer provided. Catastrophic leave may provide some financial relief but these donations are not guaranteed and the timeline for eligibility is limited.

All members are reminded that sick leave is to be used only for illness of the member or the member's immediate household (or other family members as stipulated under FMLA/OFLA, if

applicable). Improper or willful abuse of sick leave will not be tolerated and will result in progressive disciplinary action up to and including termination.

Within the next 30 days I intend to create a Time Management Unit in the Division of Business Services that will more thoroughly analyze time use in the agency. The purpose of this unit will be to provide the detailed analysis of all leave and ensure that policies and work rules are being followed. A high priority of the Time Management Unit will be to review at a very detailed level the use of sick leave. In cases where individual time usage shows an unusual pattern of use, the information will be passed on to the individual's exempt manager for follow-up. Managers will be expected to take appropriate action to correct patterns of improper leave usage including referring the matter to the Internal Affairs Unit when necessary.

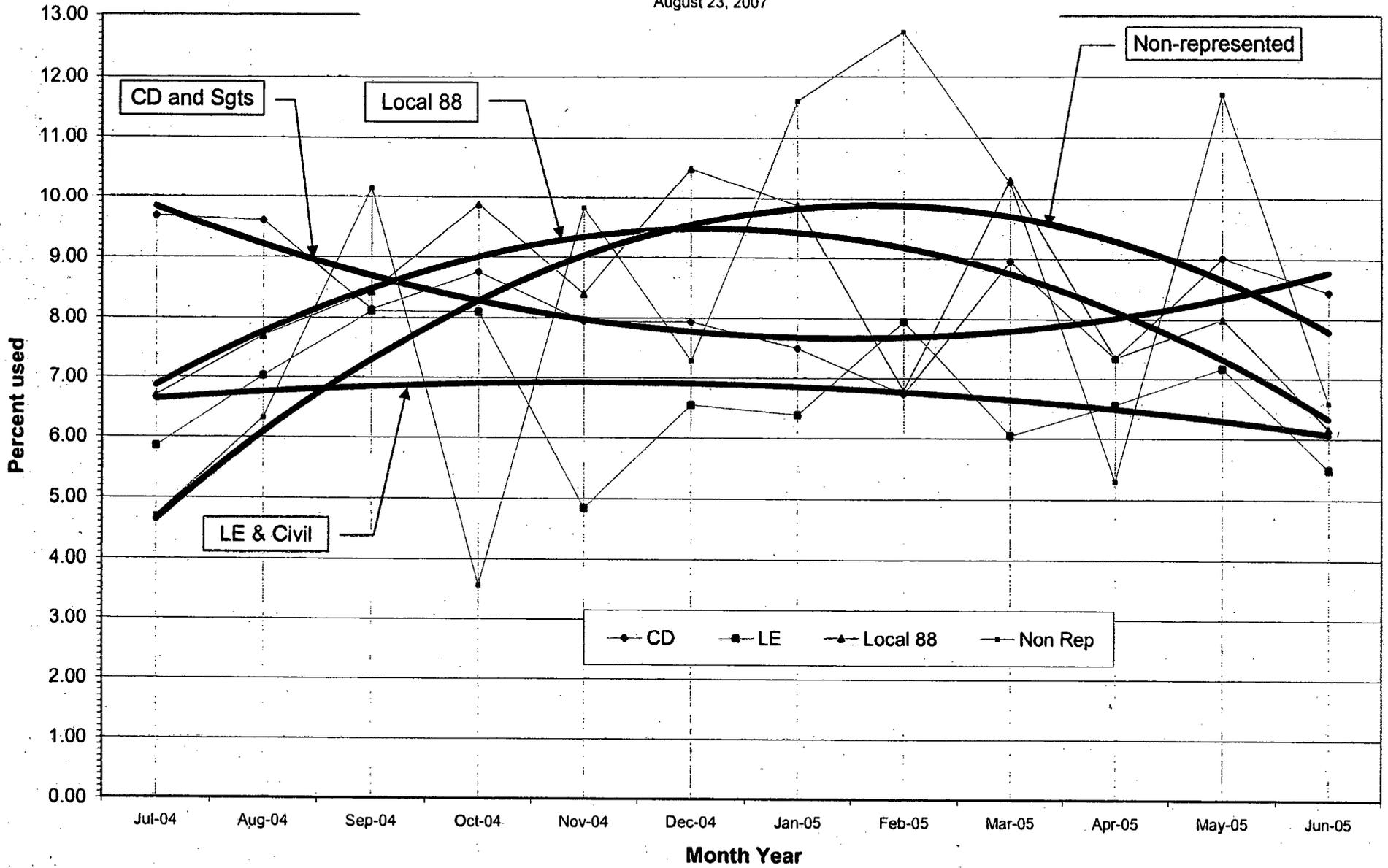
The ability to manage time is an important element to the efficient operation of our agency. With your cooperative partnership in confronting the issue of leave management, we can successfully provide an outstanding service to the citizens of Multnomah County.

# Percent Comparison of Sick Leave use between Work Groups

FY 06/07

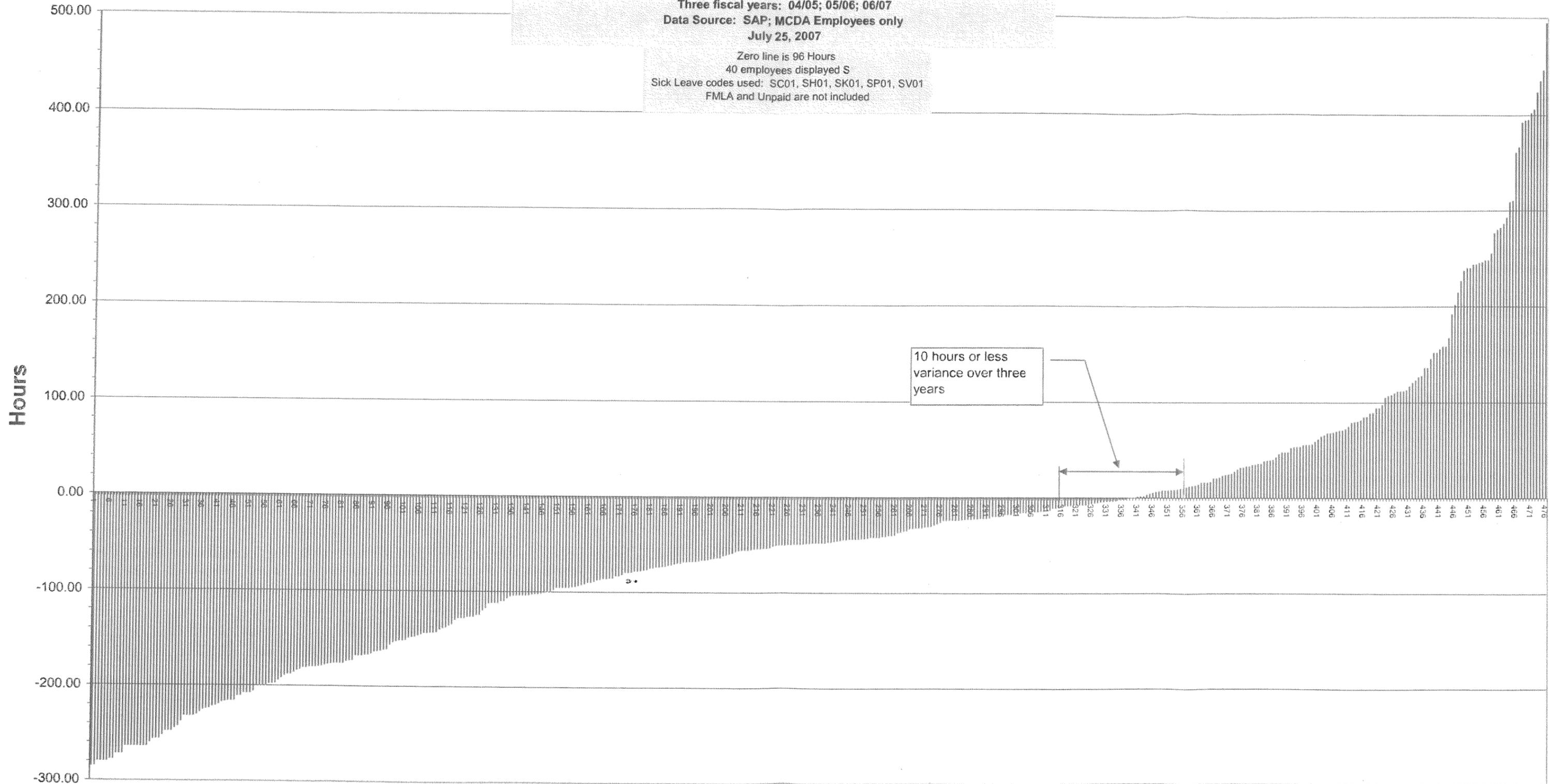
Data Source: SAP; LE Includes Civil Deputies; Sick Leave Codes used: SC01, SH01, SK01, SP01

August 23, 2007



**Sick Leave comparison based on 96 Hour Avg for three years**  
96 hours earned for three years equals 288 hours  
Three fiscal years: 04/05; 05/06; 06/07  
Data Source: SAP; MCDA Employees only  
July 25, 2007

Zero line is 96 Hours  
40 employees displayed S  
Sick Leave codes used: SC01, SH01, SK01, SP01, SV01  
FMLA and Unpaid are not included







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

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

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

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**Required Signature**

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



**Date: January 23,  
2008**

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**MULTNOMAH COUNTY SHERIFF'S OFFICE  
JAIL CAPACITY HISTORY**

DATE	EVENT	CUSTODY BEDS	CUSTODY CHANGE	TOTALS
AUG/82	Sheriff's Office assumes Corrections	RBJ 314 MCCF 155 CHJ 70 CAC46	0	585
FALL/82	MCCF capacity increased +31	RBJ 314 MCCF 186 CHJ 70 CAC46	+31	616
NOV/83	MCDC open +476; RBJ closes -314; CHJ closes -70; CAC closes -46	MCDC 476 MCCF 186	+46	662
DEC/85	Temporarily open CHJ +70; CAC +46	MCDC 476 MCCF 186 CHJ 70 CAC 46	+116	778
JUL/86	Released inmates/overcrowding			
JUL/86	CAC closed -46; Interim Federal Court Order set Courthouse Jail population -20	MCDC 476 MCCF 186 CHJ 50	-66	712
FEB/87	Open MCRC +80	MCDC 476 MCCF 186 CHJ 50 MCRC 80	+80	792
MAY/87	Federal Court Order set population CHJ increase +20 MCDC increase (temporary) +50	MCDC 526 MCCF 186 CHJ 70 MCRC 80	+70	862
DEC/87		MCDC 526 MCCF 186 MCRC 80 CHJ 70		862
OCT/88	Reduce MCDC capacity -50; Open MCIJ/2 Dorms +88	MCDC 476 MCCF 186 MCIJ 88 MCRC 80 CHJ 70	+38	900
NOV/88	MCIJ - Open Additional Dorm +44	MCDC 476 MCCF 186 MCIJ 132 MCRC 80 CHJ 70	+44	944
DEC/88	MCIJ - Open Additional Dorm +44	MCDC 476 MCCF 186 MCIJ 176 MCRC 80 CHJ 70	+44	988
JAN/89	MCIJ - Open Additional Dorm & Separate Cells +54	MCDC 476 MCCF 186 MCIJ 230 MCRC 80 CHJ 70	+54	1,042
FEB/89	Expansion of MCRC Approved (no additional budget for MCRC) +10; add'l beds added-MCIJ +26	MCDC 476 MCCF 186 MCRC 90 MCIJ256 CHJ 70	+ 36	1,078

**MULTNOMAH COUNTY SHERIFF'S OFFICE  
JAIL CAPACITY HISTORY**

DATE	EVENT	CUSTODY BEDS	CUSTODY CHANGE	TOTALS
MAR/90	Add'l beds added MCIJ +4; Dorm change MCCF, add'l beds added +4, caseload staff increased 20 to 25	MCDC 476 MCCF 190 MCRC 90 MCIJ 260 CHJ 70	+8	1,086
APR/90	Add'l counselor added to MCRC +10	MCDC 476 MCCF 190 MCRC 100 MCIJ 260 CHJ 70	+ 10	1,096
SEPT/90	Add'l beds added MCRC +10	MCDC 476 MCCF 190 MCRC 110 MCIJ 260 CHJ 70	+10	1,106
FEB/91	Add'l beds added to MCRC +10	MCDC 476 MCCF 189 MCRC 120 MCIJ 260 CHJ 70	+10	1,116
JULY/91	Add'l dorm at MCIJ opens +50	MCDC 476 MCCF 190 MCRC 120 MCU 310 CHJ 70	+50	1,166
AUG/91	MCIJ Special Housing opens +54	MCDC 476 MCCF 190 MCRC 120 MCIJ 364 CHJ 70	+54	1,220
SEPT/91	CHJ back on line 9/12/91 MCIJadd'l dorm opens 9/14/91 +50 CHJ Trusty added to count	MCDC 476 MCCF190 MCRC 120 MCIJ 414 CHJ 71	+ 121	1,271
OCT/91	Reduce MCRC capacity budget reduction	MCDC 476 MCCF 190 MCRC 80 MCIJ 414 CHJ 71	-40	1,231
NOV/91	Fully opened MCIJ 11/23 - Dorm 6 +50 11/29-Dorm 7 +50	MCDC 476 MCCF 190 MCRC 80 MCIJ 514 CHJ 71	+100	1,331
AUG/93	Add'l beds added MCRC (CCA funding)	MCDC 476 MCCF 190 MCRC 92 MCIJ 514 CHJ 71	+ 12	1,343
JUL/94	Reduced capacity at CHJ due to closure of C Tank, 7/19/94	CHJ 59	-12	1,331
AUG/94	3 beds added back to CHJ 8/12/94	CHJ 62	+3	1,334
AUG/94	28 beds added to MCRC as a result of DROP funding	MCRC 120	+28	1,362
AUG/94	9 beds added to CHJ bringing it to full capacity 8/23/94	MCDC 476 MCCF 190 MCRC 120 MCIJ 514 CHJ 71	+9	1,371

**MULTNOMAH COUNTY SHERIFF'S OFFICE  
JAIL CAPACITY HISTORY**

DATE	EVENT	CUSTODY BEDS	CUSTODY CHANGE	TOTALS
JULY/95	Add 55 beds to MCIJ -5 Dorm 1-9	MCDC 476 MCCF 190 MCRC 120 MCIJ 559 CHJ 71	+45	1,416
AUG/95	Open Work Annex at MCIJ	MCDC 476 MCCF 190 MCRC 120 MCIJ 595 CHJ 71	+36	1,452
NOV/95	Added 9 beds to the Work Annex at MCIJ	MCDC 476 MCCF 190 MCRC 120 MCIJ 604 CHJ 71	+9	1,461
Feb/97	Close work annex. Send disciplinary females to MCDC.	CHJ 71 MCDC 476 MCCF 190 MCRC 120 MCIJ 576	-28	1433
11/97	Added 40 beds to the Restitution Center to deal with P&P Sanctions +40	CHJ 71 MCDC 476 MCCF 190 MCRC 160 MCIJ 576	+40 *	1473
1/10/98	Double bunk MCDC, + 70 beds	CHJ 71 MCDC 546 MCCF 190 MCRC 160 MCIJ 576	+70	1543
1/24/98	Double bunk MCDC, + 70 beds	CHJ 71 MCDC 616 MCCF 190 MCRC 160 MCIJ 576	+70	1613
2/7/98	Double bunk MCDC, + 60 beds. (Includes 14 beds that will be added on Rec. at 7/98 remodel)	CHJ 71 MCDC 676 MCCF 190 MCRC 160 MCIJ 576	+60	1673
3/2/98	Open partial new dorm (Dorm 10) MCIJ Levy Expansion, + 45 beds	CHJ 71 MCDC 676 MCCF 190 MCRC 160 MCIJ 621	+45	1718
4/7/98	Fill remainder of Dorm 10 @ MCIJ Levy Expansion, + 20 beds; Close MCCF for repair; move 190 to new MCIJ dorms 11,12,13	CHJ 71 MCDC 676 MCCF 0 MCRC 160 MCIJ 831	+20	1738
5/12/98	Complete MCCF repairs. Return 190 from MCIJ to MCCF.	CHJ 71 MCDC 676 MCCF 190 MCRC 160 MCIJ 641		1738

**MULTNOMAH COUNTY SHERIFF'S OFFICE  
JAIL CAPACITY HISTORY**

DATE	EVENT	CUSTODY BEDS	CUSTODY CHANGE	TOTALS
6/12/98	Open partial new dorm (Dorm 11) MCIJ Levy Expansion, + 45 beds	CHJ 71 MCDC 676 MCCF 190 MCRC 160 MCIJ 686	+45	1783
6/29/98	Open partial new dorm (Dorm 12); fill remainder of Dorm 11, MCIJ Levy Expansion, + 65 beds	CHJ 71 MCDC 676 MCCF 190 MCRC 160 MCIJ 751	+65	1848
7/13/98	Open partial new dorm (Dorm 13); fill remainder of Dorm 12, MCIJ Levy Expansion, +75 beds	CHJ 71 MCDC 676 MCCF 190 MCRC 160 MCIJ 836	+85	1933
7/27/98	Fill remainder of Dorm 13; MCIJ Levy Expansion + 20 beds; correct CHJ capacity from 70 to 71.	CHJ 70 MCDC 676 MCCF 190 MCRC 160 MCIJ 856	+19	1952
12/13/98	Close MCIJ Annex: -29 beds Open MCIJ 14 & 15: +140	CHJ 70 MCDC 676 MCCF 190 MCRC 160 MCIJ 967	+ 111	2063
5/6/99	Emergency temporary placement of overflow medical isolation inmates in MCIJ medical unit. Unit not fully opened, so increase in capacity not counted.			
8/3/99	Medical unit officially opens at MCIJ with 10 beds	CHJ 70 MCDC 676 MCCF 190 MCRC 160 MCIJ 977	+ 10	2073
6/1/01	Courthouse Jail Closed (-70)	MCDC 676 MCCF 190 MCRC 160 MCIJ 977	-70	2003
9/22/01	Opened Courthouse Jail for Weekend Turn-Self-In. Inmates serve 12 hours each day on Sat & Sun.	MCDC 676 MCCF 190 MCRC 160 MCIJ 977	No Change in official count	2003
9/30/01	Opened Temporary Booking Facility (for Reception remodel) Lost 36 individual cells and 10 tank beds of Classification capacity	MCDC 676 MCCF 190 MCRC 160 MCIJ 977	No Change in official count	2003
10/28/01	MCCF Closed (-190); Increased 80 temporary beds at MCIJ (+80)	MCDC 676 MCRC 160 MCIJ 1057	-110	1893
05/02/02	MCIJ Temporary Beds decreased (-43) MCIJ: 37 Temporary Beds made part of Capacity	MCDC 676 MCRC 160 MCIJ 1014	-43	1850

**MULTNOMAH COUNTY SHERIFF'S OFFICE  
JAIL CAPACITY HISTORY**

<b>DATE</b>	<b>EVENT</b>	<b>CUSTODY BEDS</b>	<b>CUSTODY CHANGE</b>	<b>TOTALS</b>
8/25/02	Opened Remodeled Reception Center at MCDC (closed TBF)	MCDC 676 MCRC 160 MCIJ 1014	0	1850
9/6/02	Re-opened MCCF to Work Crews (+156) and Closed a housing floor at MCDC (-156) for Re-modeling and Maintenance.	MCDC 520 MCRC 160 MCIJ 1014 MCCF 156	0	1850
12/16/02	Closed MCRC to new inmates.	MCDC 520 MCRC 160 MCIJ 1014 MCCF 156	0	1850
1/15/03	Closed MCRC to all inmates	MCDC 520 MCIJ 1014 MCCF 156	-160	1690
2/1/03	Closed 2 dorms at MCIJ	MCDC 520 MCIJ 900 MCCF 156	-114	1576
7/16/03	Opened 2 dorms at MCIJ.	MCDC 520 MCIJ 1014 MCCF 156	+114	1690
1/14/04	Opened 60 M&F beds at MWRC for work release.	MCDC 520 MCIJ 1014 MCCF 156 MWRC 60	+60	1750
2/18/04	Closed 19 beds at MCIJ due to budgetary constraints.	MCDC 520 MCIJ 995 MCCF 156 MWRC 60	-19	1731
2/19/04	Closed 15 beds at MCIJ due to budgetary constraints.	MCDC 520 MCIJ 980 MCCF 156 MWRC 60	-15	1716
2/20/04	Closed 23 beds at MCIJ due to budgetary constraints.	MCDC 520 MCIJ 957 MCCF 156 MWRC 60	-23	1693
2/25/04	Closed 17 beds at MCIJ due to budgetary constraints.	MCDC 520 MCIJ 940 MCCF 156 MWRC 60	-17	1676
2/26/04	Closed 17 beds at MCIJ due to budgetary constraints.	MCDC 520 MCIJ 923 MCCF 156 MWRC 60	-17	1659
2/27/04	Closed 23 beds at MCIJ due to budgetary constraints.	MCDC 520 MCIJ 900 MCCF 156 MWRC 60	-23	1636

**MULTNOMAH COUNTY SHERIFF'S OFFICE  
JAIL CAPACITY HISTORY**

<b>DATE</b>	<b>EVENT</b>	<b>CUSTODY BEDS</b>	<b>CUSTODY CHANGE</b>	<b>TOTALS</b>
4/21/04	Opened 57 beds at MCIJ.	MCDC 520 MCIJ 957 MCCF 156 MWRC 60	+57	1693
7/7/04	Closed 38 beds at MCIJ.	MCDC 520 MCIJ 919 MCCF 156 MWRC 60	-38	1655
7/8/04	Closed 38 beds at MCIJ.	MCDC 520 MCIJ 881 MCCF 156 MWRC 60	-38	1617
7/9/04	Closed 38 beds at MCIJ.	MCDC 520 MCIJ 843 MCCF 156 MWRC 60	-38	1579
8/15/05	Closed MWRC	MCDC 520 MCIJ 843 MCCF 156	-60	1519
11/1/05	Opened 57 beds at MCIJ – Portland Project – “P57”	MCDC 520 MCIJ 900 MCCF 156	+57	1576
12/9/05	Opened 114 beds at MCIJ – Board Approved	MCDC 520 MCIJ 1014 MCCF 156	+114	1690
1/27/06	Closed MCCF – moved 156 inmates to MCIJ and then onto MCDC	MCDC 676 MCIJ 1014	No change	1690
7/1/07	New budgeted capacity	MCDC 596 MCIJ 1037	-57	1633

CapacityOverviewwithorwithout57Beds

Date	10 PM Count	Operating Capacity	1576 Capacity	Matrix Count	10 PM % of 1633 Capacity	10 PM % of 1576 Capacity	97% Capacity	97% Capacity	
7/1/2007	1665	1633	1576		3	101.96%	105.65%	100%	97%
7/2/2007	1668	1633	1576		5	102.14%	105.84%	100%	97%
7/3/2007	1616	1633	1576			98.96%	102.54%	100%	97%
7/4/2007	1632	1633	1576		10	99.94%	103.55%	100%	97%
7/5/2007	1613	1633	1576			98.78%	102.35%	100%	97%
7/6/2007	1586	1633	1576			97.12%	100.63%	100%	97%
7/7/2007	1602	1633	1576			98.10%	101.65%	100%	97%
7/8/2007	1636	1633	1576			100.18%	103.81%	100%	97%
7/9/2007	1606	1633	1576			98.35%	101.90%	100%	97%
7/10/2007	1600	1633	1576			97.98%	101.52%	100%	97%
7/11/2007	1599	1633	1576			97.92%	101.46%	100%	97%
7/12/2007	1573	1633	1576			96.33%	99.81%	100%	97%
7/13/2007	1530	1633	1576			93.69%	97.08%	100%	97%
7/14/2007	1579	1633	1576			96.69%	100.19%	100%	97%
7/15/2007	1632	1633	1576			99.94%	103.55%	100%	97%
7/16/2007	1636	1633	1576			100.18%	103.81%	100%	97%
7/17/2007	1616	1633	1576			98.96%	102.54%	100%	97%
7/18/2007	1602	1633	1576			98.10%	101.65%	100%	97%
7/19/2007	1587	1633	1576			97.18%	100.70%	100%	97%
7/20/2007	1567	1633	1576			95.96%	99.43%	100%	97%
7/21/2007	1579	1633	1576		15	96.69%	100.19%	100%	97%
7/22/2007	1621	1633	1576			99.27%	102.86%	100%	97%
7/23/2007	1618	1633	1576			99.08%	102.66%	100%	97%
7/24/2007	1647	1633	1576			100.86%	104.51%	100%	97%
7/25/2007	1630	1633	1576		20	99.82%	103.43%	100%	97%
7/26/2007	1598	1633	1576			97.86%	101.40%	100%	97%
7/27/2007	1553	1633	1576			95.10%	98.54%	100%	97%
7/28/2007	1597	1633	1576		5	97.80%	101.33%	100%	97%
7/29/2007	1635	1633	1576		5	100.12%	103.74%	100%	97%
7/30/2007	1602	1633	1576			98.10%	101.65%	100%	97%
7/31/2007	1601	1633	1576			98.04%	101.59%	100%	97%
8/1/2007	1594	1633	1576			97.61%	101.14%	100%	97%
8/2/2007	1560	1633	1576			95.53%	98.98%	100%	97%
8/3/2007	1529	1633	1576			93.63%	97.02%	100%	97%
8/4/2007	1574	1633	1576			96.39%	99.87%	100%	97%
8/5/2007	1607	1633	1576			98.41%	101.97%	100%	97%
8/6/2007	1627	1633	1576			99.63%	103.24%	100%	97%
8/7/2007	1625	1633	1576			99.51%	103.11%	100%	97%
8/8/2007	1625	1633	1576			99.51%	103.11%	100%	97%
8/9/2007	1633	1633	1576			100.00%	103.62%	100%	97%
8/10/2007	1590	1633	1576			97.37%	100.89%	100%	97%
8/11/2007	1602	1633	1576		20	98.10%	101.65%	100%	97%
8/12/2007	1619	1633	1576		15	99.14%	102.73%	100%	97%
8/13/2007	1643	1633	1576			100.61%	104.25%	100%	97%
8/14/2007	1652	1633	1576			101.16%	104.82%	100%	97%
8/15/2007	1638	1633	1576			100.31%	103.93%	100%	97%
8/16/2007	1609	1633	1576			98.53%	102.09%	100%	97%
8/17/2007	1600	1633	1576			97.98%	101.52%	100%	97%
8/18/2007	1598	1633	1576		31	97.86%	101.40%	100%	97%

CapacityOverviewwithorwithout57Beds

8/19/2007	1627	1633	1576		99.63%	103.24%	100%	97%
8/20/2007	1619	1633	1576		99.14%	102.73%	100%	97%
8/21/2007	1627	1633	1576		99.63%	103.24%	100%	97%
8/22/2007	1633	1633	1576		100.00%	103.62%	100%	97%
8/23/2007	1634	1633	1576		100.06%	103.68%	100%	97%
8/24/2007	1618	1633	1576		99.08%	102.66%	100%	97%
8/25/2007	1621	1633	1576	31	99.27%	102.86%	100%	97%
8/26/2007	1654	1633	1576	6	101.29%	104.95%	100%	97%
8/27/2007	1657	1633	1576		101.47%	105.14%	100%	97%
8/28/2007	1634	1633	1576	5	100.06%	103.68%	100%	97%
8/29/2007	1631	1633	1576		99.88%	103.49%	100%	97%
8/30/2007	1647	1633	1576		100.86%	104.51%	100%	97%
8/31/2007	1598	1633	1576		97.86%	101.40%	100%	97%
9/1/2007	1619	1690	1576	9	95.80%	102.73%	100%	97%
9/2/2007	1659	1690	1576	4	98.17%	105.27%	100%	97%
9/3/2007	1705	1690	1576	1	100.89%	108.19%	100%	97%
9/4/2007	1677	1690	1576	13	99.23%	106.41%	100%	97%
9/5/2007	1657	1633	1576	5	101.47%	105.14%	100%	97%
9/6/2007	1639	1633	1576		100.37%	104.00%	100%	97%
9/7/2007	1577	1633	1576		96.57%	100.06%	100%	97%
9/8/2007	1599	1633	1576	12	97.92%	101.46%	100%	97%
9/9/2007	1632	1633	1576		99.94%	103.55%	100%	97%
9/10/2007	1598	1633	1576	9	97.86%	101.40%	100%	97%
9/11/2007	1632	1633	1576		99.94%	103.55%	100%	97%
9/12/2007	1632	1633	1576		99.94%	103.55%	100%	97%
9/13/2007	1634	1633	1576		100.06%	103.68%	100%	97%
9/14/2007	1592	1633	1576	17	97.49%	101.02%	100%	97%
9/15/2007	1601	1633	1576		98.04%	101.59%	100%	97%
9/16/2007	1633	1633	1576		100.00%	103.62%	100%	97%
9/17/2007	1630	1633	1576		99.82%	103.43%	100%	97%
9/18/2007	1602	1633	1576	3	98.10%	101.65%	100%	97%
9/19/2007	1598	1633	1576		97.86%	101.40%	100%	97%
9/20/2007	1570	1633	1576		96.14%	99.62%	100%	97%
9/21/2007	1524	1633	1576		93.33%	96.70%	100%	97%
9/22/2007	1569	1633	1576		96.08%	99.56%	100%	97%
9/23/2007	1626	1633	1576		99.57%	103.17%	100%	97%
9/24/2007	1609	1633	1576	12	98.53%	102.09%	100%	97%
9/25/2007	1611	1633	1576		98.65%	102.22%	100%	97%
9/26/2007	1595	1633	1576		97.67%	101.21%	100%	97%
9/27/2007	1579	1633	1576		96.69%	100.19%	100%	97%
9/28/2007	1536	1633	1576		94.06%	97.46%	100%	97%
9/29/2007	1565	1633	1576		95.84%	99.30%	100%	97%
9/30/2007	1599	1633	1576		97.92%	101.46%	100%	97%
10/1/2007	1567	1633	1576		95.96%	99.43%	100%	97%
10/2/2007	1562	1633	1576		95.65%	99.11%	100%	97%
10/3/2007	1565	1633	1576		95.84%	99.30%	100%	97%
10/4/2007	1543	1633	1576		94.49%	97.91%	100%	97%
10/5/2007	1496	1633	1576		91.61%	94.92%	100%	97%
10/6/2007	1527	1633	1576		93.51%	96.89%	100%	97%
10/7/2007	1554	1633	1576		95.16%	98.60%	100%	97%
10/8/2007	1529	1633	1576		93.63%	97.02%	100%	97%
10/9/2007	1558	1633	1576		95.41%	98.86%	100%	97%

CapacityOverviewwithorwithout57Beds

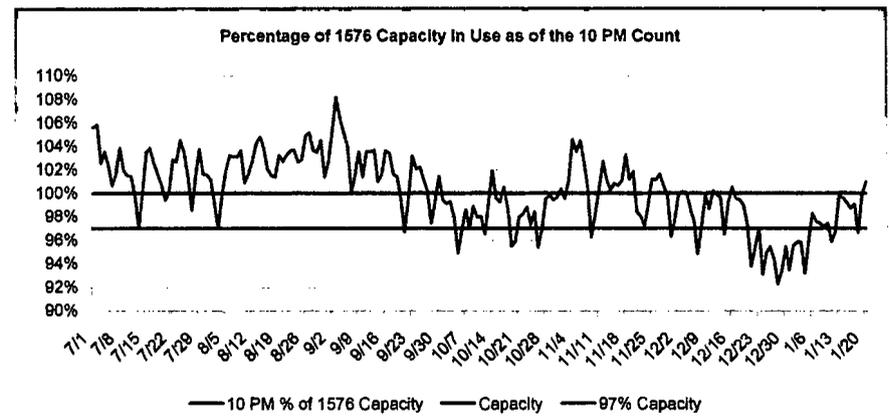
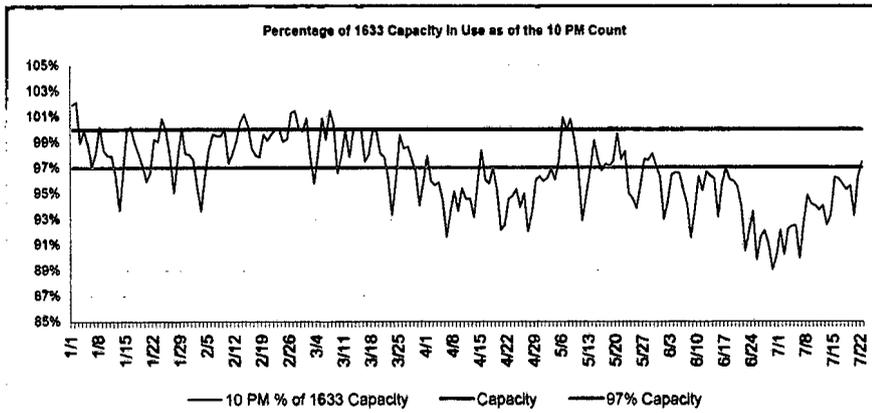
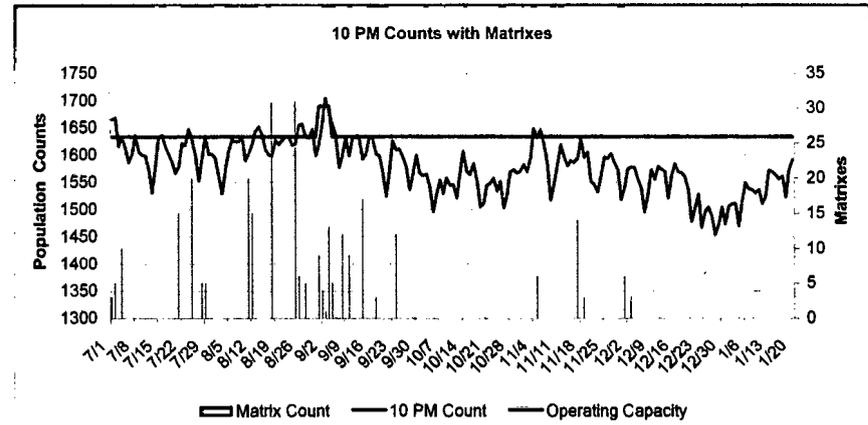
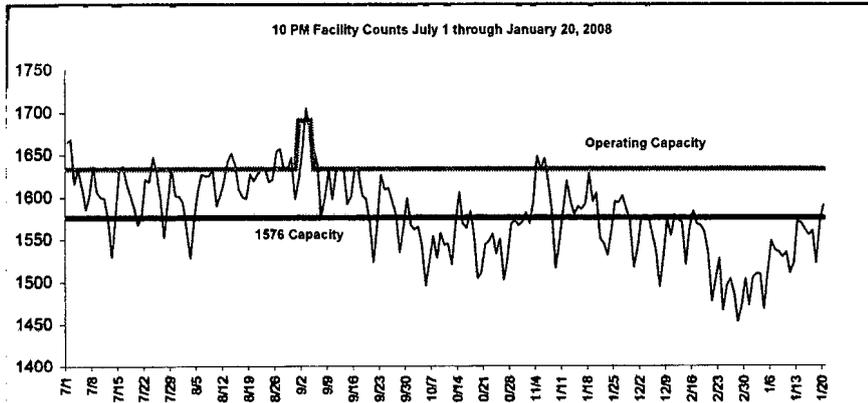
10/10/2007	1544	1633	1576		94.55%	97.97%	100%	97%
10/11/2007	1545	1633	1576		94.61%	98.03%	100%	97%
10/12/2007	1521	1633	1576		93.14%	96.51%	100%	97%
10/13/2007	1566	1633	1576		95.90%	99.37%	100%	97%
10/14/2007	1606	1633	1576		98.35%	101.90%	100%	97%
10/15/2007	1569	1633	1576		96.08%	99.56%	100%	97%
10/16/2007	1564	1633	1576		95.77%	99.24%	100%	97%
10/17/2007	1584	1633	1576		97.00%	100.51%	100%	97%
10/18/2007	1556	1633	1576		95.28%	98.73%	100%	97%
10/19/2007	1505	1633	1576		92.16%	95.49%	100%	97%
10/20/2007	1511	1633	1576		92.53%	95.88%	100%	97%
10/21/2007	1544	1633	1576		94.55%	97.97%	100%	97%
10/22/2007	1548	1633	1576		94.79%	98.22%	100%	97%
10/23/2007	1557	1633	1576		95.35%	98.79%	100%	97%
10/24/2007	1534	1633	1576		93.94%	97.34%	100%	97%
10/25/2007	1551	1633	1576		94.98%	98.41%	100%	97%
10/26/2007	1503	1633	1576		92.04%	95.37%	100%	97%
10/27/2007	1528	1633	1576		93.57%	96.95%	100%	97%
10/28/2007	1569	1633	1576		96.08%	99.56%	100%	97%
10/29/2007	1573	1633	1576		96.33%	99.81%	100%	97%
10/30/2007	1567	1633	1576		95.96%	99.43%	100%	97%
10/31/2007	1571	1633	1576		96.20%	99.68%	100%	97%
11/1/2007	1582	1633	1576		96.88%	100.38%	100%	97%
11/2/2007	1569	1633	1576		96.08%	99.56%	100%	97%
11/3/2007	1594	1633	1576		97.61%	101.14%	100%	97%
11/4/2007	1648	1633	1576		100.92%	104.57%	100%	97%
11/5/2007	1632	1633	1576	6	99.94%	103.55%	100%	97%
11/6/2007	1646	1633	1576		100.80%	104.44%	100%	97%
11/7/2007	1620	1633	1576		99.20%	102.79%	100%	97%
11/8/2007	1584	1633	1576		97.00%	100.51%	100%	97%
11/9/2007	1517	1633	1576		92.90%	96.26%	100%	97%
11/10/2007	1548	1633	1576		94.79%	98.22%	100%	97%
11/11/2007	1582	1633	1576		96.88%	100.38%	100%	97%
11/12/2007	1619	1633	1576		99.14%	102.73%	100%	97%
11/13/2007	1595	1633	1576		97.67%	101.21%	100%	97%
11/14/2007	1580	1633	1576		96.75%	100.25%	100%	97%
11/15/2007	1589	1633	1576		97.31%	100.82%	100%	97%
11/16/2007	1586	1633	1576		97.12%	100.63%	100%	97%
11/17/2007	1593	1633	1576	14	97.55%	101.08%	100%	97%
11/18/2007	1628	1633	1576		99.69%	103.30%	100%	97%
11/19/2007	1595	1633	1576	3	97.67%	101.21%	100%	97%
11/20/2007	1605	1633	1576		98.29%	101.84%	100%	97%
11/21/2007	1551	1633	1576		94.98%	98.41%	100%	97%
11/22/2007	1545	1633	1576		94.61%	98.03%	100%	97%
11/23/2007	1532	1633	1576		93.82%	97.21%	100%	97%
11/24/2007	1562	1633	1576		95.65%	99.11%	100%	97%
11/25/2007	1595	1633	1576		97.67%	101.21%	100%	97%
11/26/2007	1594	1633	1576		97.61%	101.14%	100%	97%
11/27/2007	1602	1633	1576		98.10%	101.65%	100%	97%
11/28/2007	1586	1633	1576		97.12%	100.63%	100%	97%
11/29/2007	1573	1633	1576		96.33%	99.81%	100%	97%
11/30/2007	1518	1633	1576		92.96%	96.32%	100%	97%

CapacityOverviewwithorwithout57Beds

12/1/2007	1541	1633	1576	6	94.37%	97.78%	100%	97%
12/2/2007	1575	1633	1576		96.45%	99.94%	100%	97%
12/3/2007	1578	1633	1576	3	96.63%	100.13%	100%	97%
12/4/2007	1577	1633	1576		96.57%	100.06%	100%	97%
12/5/2007	1556	1633	1576		95.28%	98.73%	100%	97%
12/6/2007	1538	1633	1576		94.18%	97.59%	100%	97%
12/7/2007	1495	1633	1576		91.55%	94.86%	100%	97%
12/8/2007	1530	1633	1576		93.69%	97.08%	100%	97%
12/9/2007	1573	1633	1576		96.33%	99.81%	100%	97%
12/10/2007	1555	1633	1576		95.22%	98.67%	100%	97%
12/11/2007	1579	1633	1576		96.69%	100.19%	100%	97%
12/12/2007	1574	1633	1576		96.39%	99.87%	100%	97%
12/13/2007	1570	1633	1576		96.14%	99.62%	100%	97%
12/14/2007	1521	1633	1576		93.14%	96.51%	100%	97%
12/15/2007	1563	1633	1576		95.71%	99.18%	100%	97%
12/16/2007	1584	1633	1576		97.00%	100.51%	100%	97%
12/17/2007	1569	1633	1576		96.08%	99.56%	100%	97%
12/18/2007	1567	1633	1576		95.96%	99.43%	100%	97%
12/19/2007	1560	1633	1576		95.53%	98.98%	100%	97%
12/20/2007	1535	1633	1576		94.00%	97.40%	100%	97%
12/21/2007	1478	1633	1576		90.51%	93.78%	100%	97%
12/22/2007	1503	1633	1576		92.04%	95.37%	100%	97%
12/23/2007	1528	1633	1576		93.57%	96.95%	100%	97%
12/24/2007	1467	1633	1576		89.83%	93.08%	100%	97%
12/25/2007	1496	1633	1576		91.61%	94.92%	100%	97%
12/26/2007	1504	1633	1576		92.10%	95.43%	100%	97%
12/27/2007	1487	1633	1576		91.06%	94.35%	100%	97%
12/28/2007	1454	1633	1576		89.04%	92.26%	100%	97%
12/29/2007	1472	1633	1576		90.14%	93.40%	100%	97%
12/30/2007	1504	1633	1576		92.10%	95.43%	100%	97%
12/31/2007	1473	1633	1576		90.20%	93.46%	100%	97%
1/1/2008	1506	1633	1576		92.22%	95.56%	100%	97%
1/2/2008	1510	1633	1576		92.47%	95.81%	100%	97%
1/3/2008	1510	1633	1576		92.47%	95.81%	100%	97%
1/4/2008	1469	1633	1576		89.96%	93.21%	100%	97%
1/5/2008	1513	1633	1576		92.65%	96.00%	100%	97%
1/6/2008	1549	1633	1576		94.86%	98.29%	100%	97%
1/7/2008	1538	1633	1576		94.18%	97.59%	100%	97%
1/8/2008	1536	1633	1576		94.06%	97.46%	100%	97%
1/9/2008	1530	1633	1576		93.69%	97.08%	100%	97%
1/10/2008	1536	1633	1576		94.06%	97.46%	100%	97%
1/11/2008	1511	1633	1576		92.53%	95.88%	100%	97%
1/12/2008	1523	1633	1576		93.26%	96.64%	100%	97%
1/13/2008	1572	1633	1576		96.26%	99.75%	100%	97%
1/14/2008	1570	1633	1576		96.14%	99.62%	100%	97%
1/15/2008	1563	1633	1576		95.71%	99.18%	100%	97%
1/16/2008	1556	1633	1576		95.28%	98.73%	100%	97%
1/17/2008	1561	1633	1576		95.59%	99.05%	100%	97%
1/18/2008	1523	1633	1576		93.26%	96.64%	100%	97%
1/19/2008	1573	1633	1576		96.33%	99.81%	100%	97%
1/20/2008	1591	1633	1576		97.43%	100.95%	100%	97%

# Capacity Overview with or without 57 Beds

Capacity	Days	% of Total
< 97%	22	26%
> 97%	64	74%
	86	





## MULTNOMAH COUNTY SHERIFF'S OFFICE

501 SE HAWTHORNE BLVD, STE 350  
Portland, OR 97214

*Exemplary service for a safe, livable community*

BERNIE GIUSTO  
SHERIFF

503 988-5141 PHONE  
503 988-4500 TTY  
[www.sheriff-mcso.org](http://www.sheriff-mcso.org)

September 3, 2007

Fran Zandi  
National Institute of Corrections  
Jails Division  
320 First Street, NW  
Washington, DC 20534

Request for Technical Assistance: Assessment and Consultation on Jail  
Classification Processes and Housing Plan

Dear Ms. Zandi,

I am writing to request technical assistance in reinstating Objective Jail Classification processes, in our inmate Classification Unit, and to complete a front to back review of our housing plan for populations in our two facilities.

Since the late 1990's the Corrections Division of the Multnomah County Sheriff's Office has been in a constant state of change. Between November of 1997 and August of 1998, the Corrections Division increased the total number of available jail beds by 650. This included adding 200 beds to our maximum security facility through double bunking, while adding 450 new beds to our medium security facility through new construction. With this rapid expansion of jail capacity, and the added complexity of double bunking, classification processes were changed and a housing plan was adopted that focused on moving inmates to our medium security facility where we now have the bulk of our beds (1037 beds).

### Changes in Available Jail Beds

In 2001, we experienced a sharp decline in our budget, and as a result a reduction in the overall number of jail beds in operation. Each year since then has been marked with a substantial change to the number and type of beds in operation, to include the complete closure of two facilities, the Work Release Center (160 beds) and the Correctional Facility at Troutdale (190 beds) where we housed our inmate work crews. I have provided, as an enclosure, our Jail Capacity History to illustrate the changes in our system over time.

### Changes in Information Systems

With in the same time frame, we experienced major changes to our computerized information systems in the Classification Unit, and at the Corrections Division level. In 2003, the Classification Unit completed its move to a paperless system. This included implementing 2 distinct computer systems which now allowed staff to capture classification interview and behavior alert information and maintain file information. These two systems were connected, but did not and do not interface with our existing inmate management system. At the Division level, our inmate management system was removed from the mainframe and moved to a web based format. The final rollout version of the new inmate management system did not include any of the classification functions that assigned a score based on objective criteria previously provided for on the mainframe version.

We need NIC's technical assistance in returning to the Objective Jail Classification model, and in redefining a housing plan that fits both the types of available beds and our inmate population today. Captain Bobbi Luna has spoken with you and two of your consultants, Don Leach and Ray Sabbatine, about providing this technical assistance and will be available to you in further defining the final scope of the assistance. Captain Luna may be contacted at 503-988-4326. Her mailing address is 1120 SW 3<sup>rd</sup> Ave, Rm 320, Portland, OR 97204 and her email address is [bobbi.luna@mcso.us](mailto:bobbi.luna@mcso.us).

Please approve this request for technical assistance in your FY 08 budget year. It is my desire to see this work substantially underway before the end of this calendar year, if you approve this request.

Sincerely,

Sheriff Bernie Giusto  
Multnomah County Sheriff

Enclosure: Multnomah County Sheriff's Office Jail Capacity History

Cc: Chief Deputy Ron Bishop  
Capt. Bobbi Luna



# MULTNOMAH COUNTY SHERIFF'S OFFICE

FACILITY SERVICES SECTION  
1120 SW 3<sup>RD</sup> AVE. PORTLAND, OR 97204

*Exemplary service for a safe, livable community*

BERNIE GIUSTO  
SHERIFF

503 988-4326 PHONE  
503 988-4500 TTY  
[www.sheriff-mcso.org](http://www.sheriff-mcso.org)

## Memorandum

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**To:** Board of County Commissioners

**From:** Captain Bobbi Luna  
Facility Services Commander

**Date:** January 23, 2008

**Subject:** Objective Jail Classification: National Institute of Corrections  
Evaluation of Jail Classification Processes

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Objective Jail Classification (OJC) is a process of assessing every jail inmate's custody and program needs using validated instruments, one at intake and another after a period of confinement, to identify the level of risk and needs presented by an inmate so that appropriate housing and program assignments can be made. In September of last year, our office made a formal request for technical assistance to the National Institute of Corrections (NIC). We asked them to review our classification processes and inmate housing plan, and offer support and advice on reinstating OJC processes in our inmate classification system (Attachment A)

On February 13 through the 15, two consultants from the National Institute of Corrections will be on site to review our jail classification system, and jail operations. While on site the consultants, Don Leach and Ray Sabbatine, have been charged with completing the following:

- Meet with the Sheriff, jail management team and key personnel to review the objectives for the event.
- Review all classification materials
- Tour the jail and observe the operation of the classification process.
- Review the current and proposed housing plan.
- Interview staff and inmates concerning the impact of classification.
- Review how the data generated by the classification process is applied to the policy and management functions of the jail.
- Determine, to the extent possible, the impact of the classification process on the jail's state objectives and identify any enhancements to the current process.

- Present preliminary findings to the sheriff, jail management team and other key personnel

In addition to the on site activities, the consultants will prepare a final report of their findings and recommendations. This report is scheduled to be completed by March 7, 2008.

Objective Jail Classification is the national standard in inmate assessment and risk management. It provides a measurable outcome that is data driven. Returning to this classification approach will allow us to accurately profile the inmate population, and adjust our operations and inmate housing plan to dynamically meet the security and program needs of the population. I will expect to return to the Board to report on the findings and recommendations from this technical assistance. At that time I will be prepared to present a beginning work plan that will include timelines and associated resources which could include both staff and technology enhancements.

I am available to answer any follow up questions you may have about this review, or the current status of our classification system.

MCDC Module Designation Overview  
November 3, 2007 to January 24, 2008

Starting Point: 8 B/C is closed Capacity is 596 with 62 female beds.

- 12/6/07: Factor: Decrease in Male Bookings.  
Pop Change: Close 7A  
Snap Shot: 8 B/C Closed and 7A Closed  
Capacity: 596 with 62 female beds  
Post Change 24 hr: Minus (1) c-shift (1) e-shift
- 12/7/07: Factor: Increase in Female Bookings  
Pop Change: Convert 6C from males to females  
Snap Shot: 8 B/C Closed, 7A Closed, 6C filled with females,  
6C males assimilated into other male housing units.  
Capacity: 596 with 78 female beds.  
Post Change 24 hr: Minus (1) c-shift (1) e-shift
- 12/11/07: Factor: Shower Remodel  
Pop Change: Move 7A to 7D  
Snap Shot: 7A now closed and 7D re-occupied.  
Capacity: 596 with 78 female beds.  
Post Change 24 hr: No net change
- 12/14/07: Factor: Decrease in female population and Increase in male population.  
Pop Change: 6C to 8D, 6C converted to males  
Snap Shot: Assimilate 6C 1X females into 8D female module and convert 6C to 2X males.  
Capacity: 596 with 62 female beds.  
Post Change 24 hr: No net change

- 12/19/07: Factor: Increase in Female Population.  
Pop Change: Open 6C  
Snap Shot: Open 6C for 1X females and assimilate 2X males into other male housing units.  
Capacity: 596 with 78 female beds.  
Post Change 24 hr: Minus (1) c-shift (1) e-shift
- 12/21/07: Factor: Decrease in male bookings.  
Pop Changes: Close 7<sup>th</sup> Floor  
Snap Shot: 7A closed since 12/11/07, 7 B/C males moved to 8 B/C, 7D assimilated into male population. Entire Floor Closed.  
Capacity: 596 with 78 female beds.  
Post Change 24 hr: Minus (4) c-shift (4) e-shift (2) g-shift
- 1/7/08: Factor: Increase in male bookings.  
Pop Change: Open 7A and relocate 8 B/C to 7 B/C, 8 B/C Closed.  
Snap Shot: 7A opened for males while 8 B/C was closed and those inmates were moved to 7 B/C.  
Capacity: 596 with 78 female beds.  
Post Change 24 hr: Minus (1) c-shift (1) e-shift
- 1/15/08: Factor: Shower remodel  
Pop Change: Move 7A to 7D  
Snap Shot: 7 A now closed.  
Capacity: 596 with 78 female beds.  
Post Change 24 hr: (1) c-shift (1) e-shift
- 1/19/08: Factor: Increase in female population.  
Pop Change: Convert 6C and open 8 B/C  
Snap Shot: Convert 6c to 2X males, 1X females moved from 6C to 8 B and open 8C to 2X females.  
Capacity: 596 with 94 female inmates.  
Post Change 24 hr: No net change



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

<b>Board Clerk Use Only</b>	
Meeting Date:	<u>01/29/08</u>
Agenda Item #:	<u>B-3</u>
Est. Start Time:	<u>11:00 AM</u>
Date Submitted:	<u>01/22/08</u>

<b>Agenda Title:</b>	<b>Briefing on the Early Childhood Framework and Early Childhood Programs in Multnomah County</b>
----------------------	---

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

<b>Requested Meeting Date:</b>	<u>January 29, 2008</u>	<b>Amount of Time Needed:</b>	<u>40 minutes</u>
<b>Department:</b>	<u>Non-Departmental</u>	<b>Division:</b>	<u>Commission on Children, Families and Community</u>
<b>Contact(s):</b>	<u>Elana Emlen</u>		
<b>Phone:</b>	<u>503 988-5859</u>	<b>Ext.</b>	<u>85859</u>
		<b>I/O Address:</b>	<u>167/200/CCFC</u>
<b>Presenter(s):</b>	<u>Wendy Lebow, Bruce Spilde, Jan Wallinder, Renea Arnold, Peggy Samolinski, Susan Kirchoff, Elana Emlen and Deborah Murray</u>		

**General Information**

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

To share information on early childhood demographic and programmatic changes, the Early Childhood Framework, and County investments in early childhood.

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

In response to the Multnomah County Auditor's report on early childhood this past year, early childhood program managers have been meeting to share information and enhance coordination. Simultaneously, the Early Childhood Council, a committee of the Multnomah County Commission on Children, Families and Community, completed an update of the Early Childhood Framework. The combination of these two efforts results in a fresh way to look at the County's investment in early childhood within the broader context of recent demographic and programmatic changes.

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

None.

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

This briefing will provide the Board of County Commissioners with information on the Early Childhood Framework and early childhood programs in Multnomah County.

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

The Multnomah County Auditor completed a report in July 2007. As a result, since Fall, County managers have been meeting to discuss coordination of early childhood programs in the Departments of County Human Services, Health, and the Library. Related to the Early Childhood Framework, the Early Childhood Council met several times and convened a public input session to update the Framework and obtain input from a broad range of private sector members and local and State public partners. The updated Framework will come to the Board of County Commissioners for adoption on January 31, 2008.

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**Required Signature**

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



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**Date:** January 22, 2008

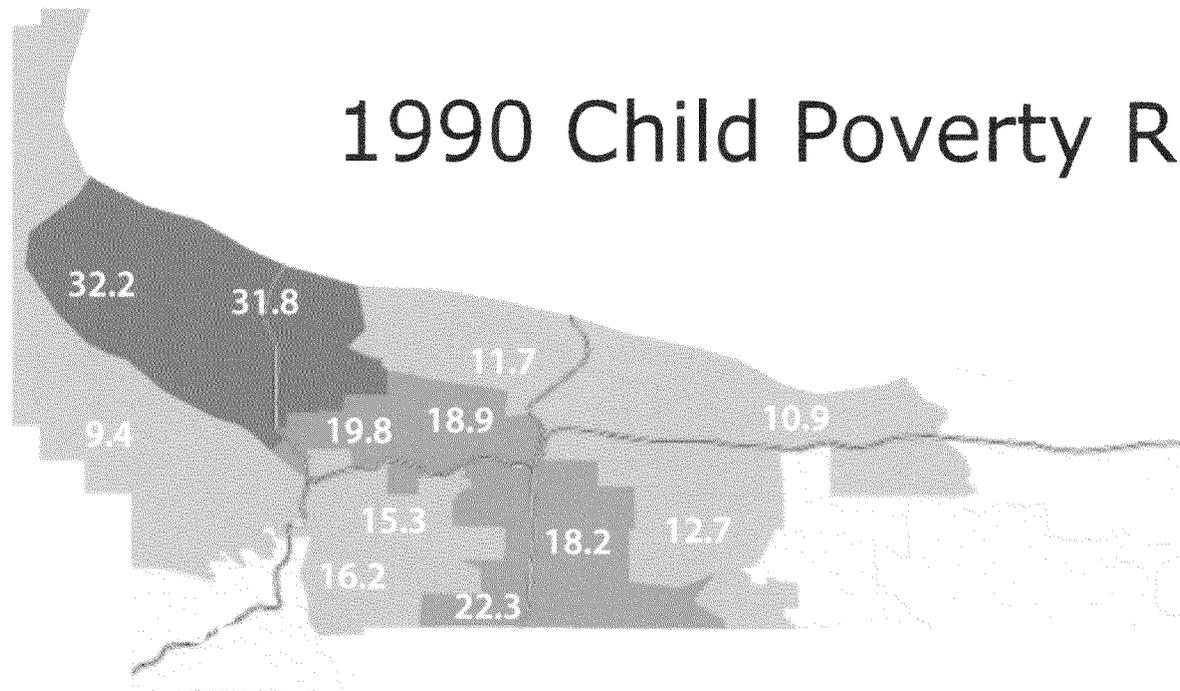
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# Multnomah County Early Childhood

### Legend

- Freeways
- 5.6 - 8.4
- 8.5 - 18.0
- 18.1 - 22.3
- 22.4 - 32.2

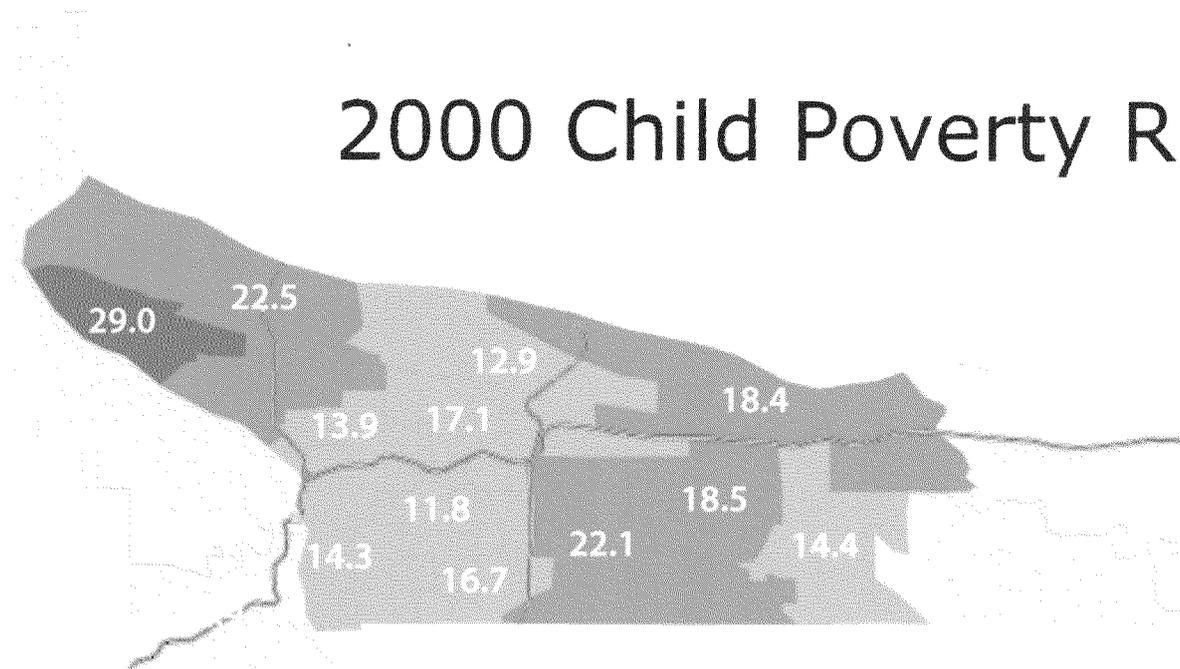
## 1990 Child Poverty Rate



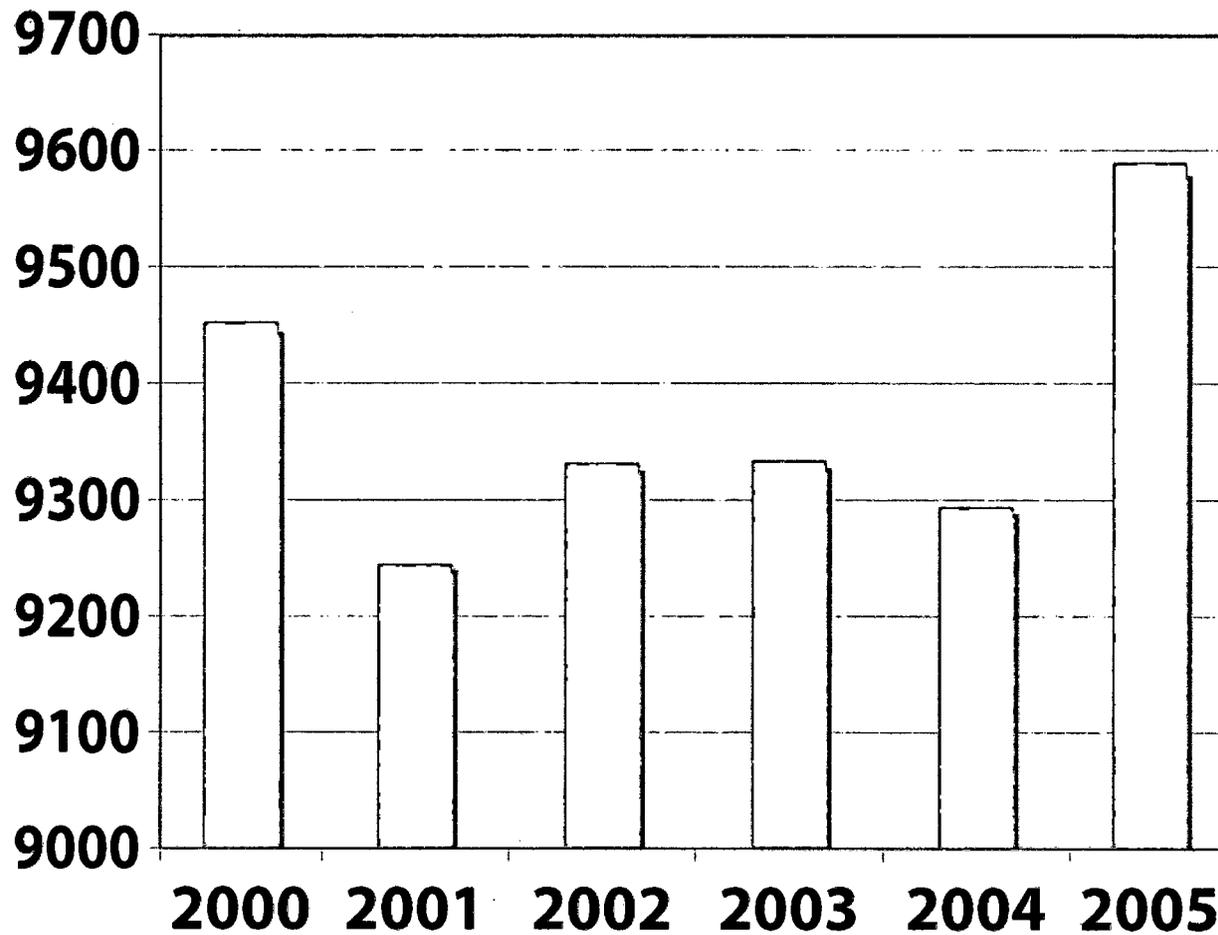
### Legend

- Freeways
- 5.9 - 8.4
- 8.5 - 18.0
- 18.1 - 22.5
- 22.6 - 32.2

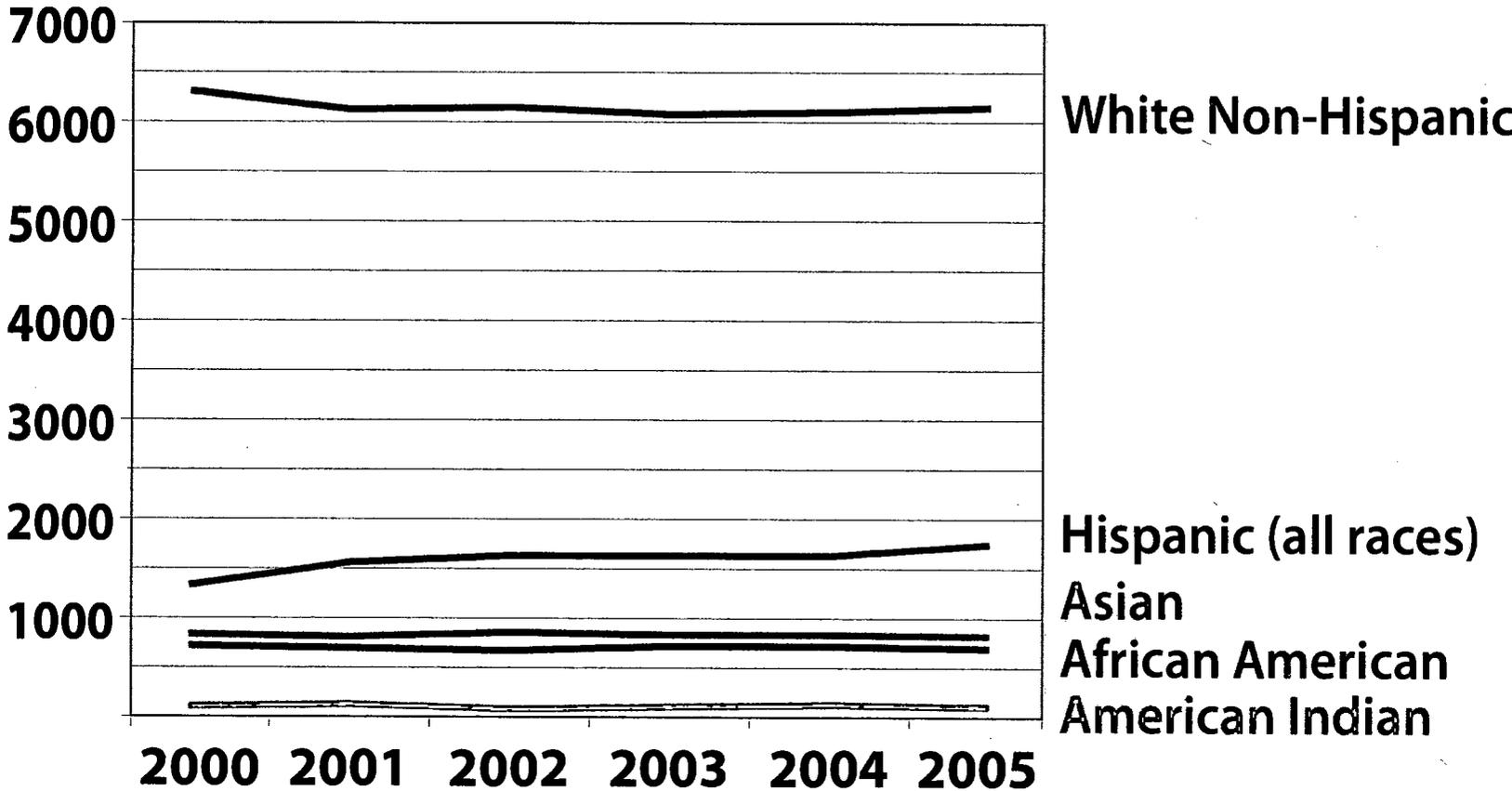
## 2000 Child Poverty Rate



# Multnomah County Births



# Number of Births in Multnomah County by Ethnicity



## **Growth Rate Within Ethnic Populations – All Ages in Multnomah County**

***For example,*** 2006 compared to 2000:

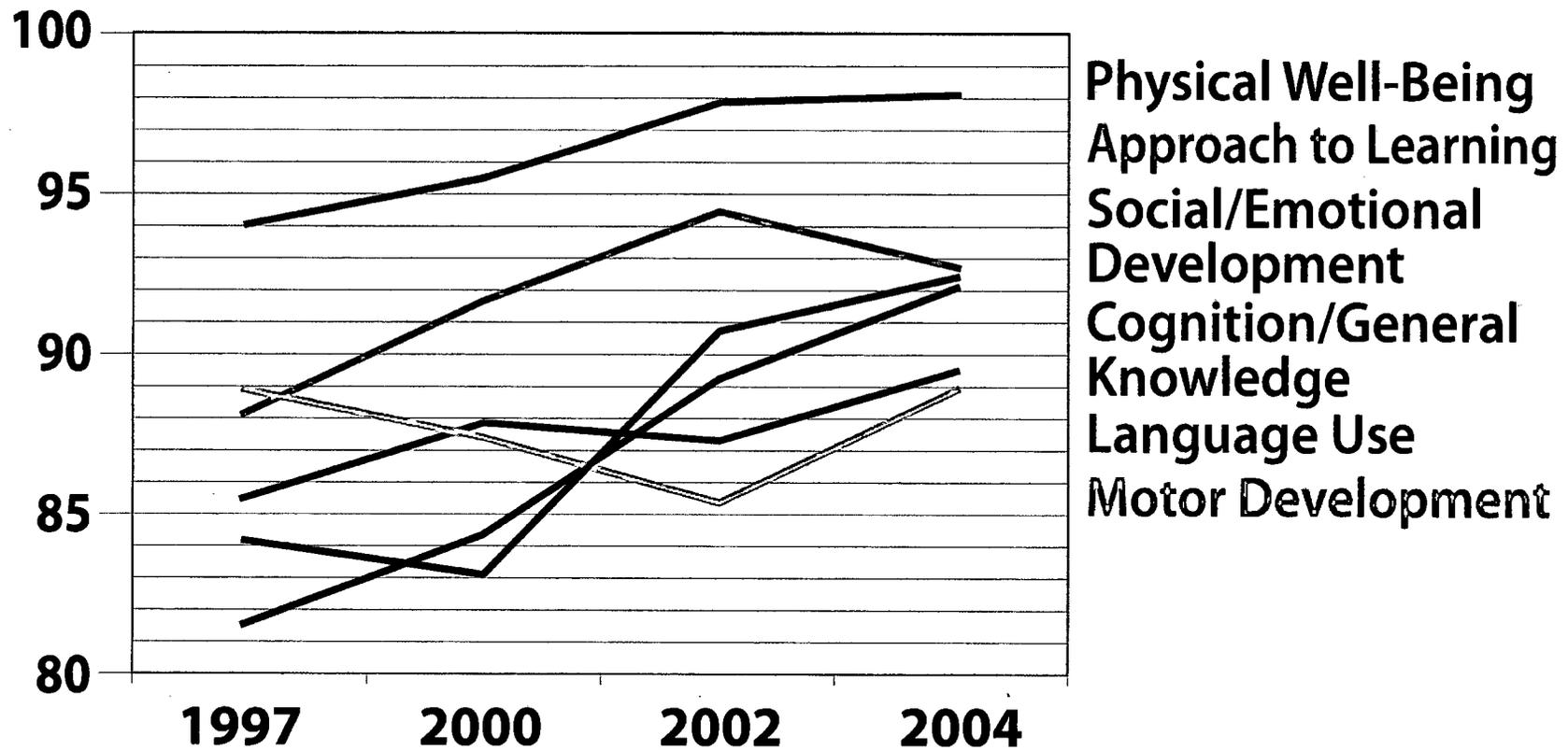
Hispanic           **↑ 38.7%**

Asian and Pacific Islander **↑ 13.1%**

Black/African American **↑ 5.2%**

White **↑ 3.9%**

# Kindergarten Readiness in Multnomah County



- Children who attended preschool, Head Start, and Early Childhood Special Education posted higher ratings on all readiness dimensions than those who did not attend those programs.
- Four ethnic groups improved in all dimensions from 2002 to 2004: American Indian, Hispanic, Asian and White. Black/African American showed decreases in all 6 readiness dimensions during that time.

# **Programmatic Changes**

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- Head Start Expansion
- Employment Related Day Care Subsidy Expansion
- Children's Investment Fund
- SCHIP
- Wraparound – State Steering Committee Report
- Trauma Grant/System

# Early Childhood Framework

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## All Children develop to their full potential

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- ✓ **Family Support** – Parents and families have the ability and support they need to nurture their children.
- ✓ **Health and Wellness** – Children are physically healthy and grow to their full potential.
- ✓ **Social/Emotional Development** – Children develop social and emotional bonds and skills to support their continuing mental health.
- ✓ **Early Care and Education** – Children benefit from developmentally appropriate active learning opportunities.
- ✓ **Early Childhood System** – The formal system provides the support that children and families need for success.

# **Social Emotional Development**

GOAL: All Children develop social and emotional bonds and skills to support their continuing mental health.

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1. People have knowledge of the stages of child and human development.
2. All people in a child's life contribute to the child's healthy social and emotional development.
3. Each child forms stable, positive relationships with their parents, family and community.
4. Families have access to community resources and informal supports that help build stable and healthy families.
5. Families with challenges or risks are identified and receive needed services.
6. Children are protected from, or helped to overcome the effects of, abuse, neglect and trauma.
7. Children develop problem solving, social and communication skills, and have an optimistic view of their future.

# **Families with challenges or risks are identified and receive needed services.**

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## **KEY STRATEGIES:**

- Adopt a developmental screening tool to be used consistently by community providers to increase the number of children screened.
- Provide pre-intervention services for children who have a social or emotional development issue, but don't qualify for other programs.
- Increase mental health consultation and services in partnership with other system of care providers (e.g. child care).

# FAMILY SUPPORT

## EARLY CHILDHOOD SYSTEM

## HEALTH & WELLNESS

CCFC,  
Early  
Childhood  
Council

Parent  
Child  
Development  
Services

Early  
Childhood  
Services

Immunization

WIC

Early  
Childhood  
Services

Mental  
Health  
Consultation

Early  
Childhood  
Services

Child  
Care  
Quality

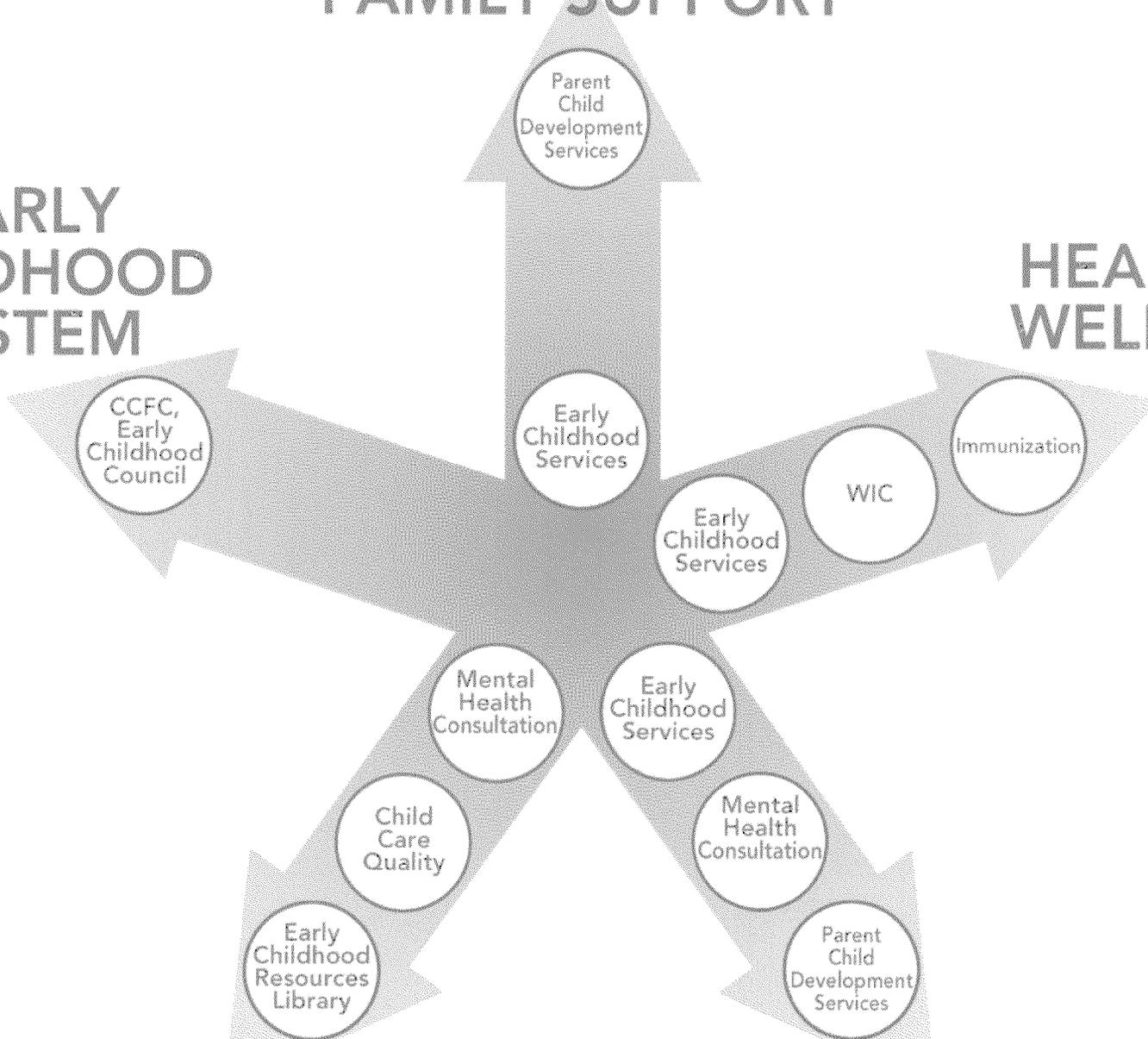
Mental  
Health  
Consultation

Early  
Childhood  
Resources  
Library

Parent  
Child  
Development  
Services

## EARLY CARE & EDUCATION

## SOCIAL-EMOTIONAL DEVELOPMENT



# Early Childhood Services and Immunization

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- Home/community based services from CHN & CHW
- High/At Risk Pregnant/Postpartum Women
- High/At Risk Infants
- Children with Special Health Care Needs
  
- Community Clinics

# WIC

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WIC provides a unique set of targeted services to help families give their children a healthy start.

Services include:

- Individual growth and health assessments
- Education on nutrition and physical activity
- Nutritious foods purchased with WIC vouchers
- Referrals to other preventative services
- Breastfeeding education and support

# Mental Health Consultation

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The healthy emotional development of 3,400 children birth-6 is supported by providing prevention/early intervention in Head Start, child care, and Special Education.

# Mental Health Consultation

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## Best practice:

- Child mental health classroom consultation
- Child and family mental health services
- Incredible Years
- Parent groups
- Referral to culturally competent community supports

98% children served remain in their educational setting.

# Early Childhood Resources Library

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Early Childhood Resources increases the reading readiness of children entering kindergarten by:

- Teaching parents & childcare providers how to foster very young children's emergent literacy skills through every day activities.
- Providing quality picture books in children's homes and care centers.
- Working with hundreds of community partners to serve the hardest-to-reach and most vulnerable families.

# Child Care Quality, CCFC and Early Childhood Council

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The CCFC receives funds through the State to improve child care quality. We do this by:

- Funding enhanced services for business education and early childhood development at Child Care Resources and Referral of Multnomah County.
- Supporting pilot projects such as the Child Care Center Director Certificate, Child Care Quality Indicators, and others.

The Early Childhood Council, a committee of the CCFC, improves the early childhood system by:

- Convening a broad range of people to provide policy advice, network, and coordinate efforts. The current subcommittees include Early Childhood Mental Health, Child Care, and Parent Education.
- Providing continuing education and training through the Early Childhood Learning Community.

# Parent Child Development Services

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Parent Child Development Services provides age appropriate parent child play groups and parent education for families with children birth to age 5. Services are intended to promote positive parenting, healthy child development and school readiness.

# County Early Childhood Coordination

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- Program managers and line staff work together
- Cross-training
- Referrals

# **Early Childhood Council Advice on Budget Planning**

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- Hold early childhood program funding steady.
- Advocate to increase State support for mental health and health in Head Start.