

ANNOTATED MINUTES

*Tuesday, January 21, 1992 - 9:30 AM
Multnomah County Courthouse, Room 602*

BOARD BRIEFINGS

- B-2 *Status Report of County Compliance with the Americans with Disabilities Act of 1990. Presented by Jerry Bitle.*

JERRY BITLE PRESENTATION AND RESPONSE TO BOARD QUESTIONS. CITY-COUNTY ADVISORY COMMITTEE ON THE DISABLED TO REVIEW COUNTY FACILITIES FOR ADA REQUIRED SELF-EVALUATION SURVEY.

- B-1 *Six-Month Status Report and Briefing on the Implementation of Option 1. Presented by Robert Jackson.*

ROBERT JACKSON PRESENTATION AND RESPONSE TO BOARD QUESTIONS. BUDGET PROPOSAL REQUESTING AUTHORIZATION TO ACQUIRE EQUIPMENT TO INTERFACE WITH AUTOMATED LAW ENFORCEMENT COMMUNICATION SYSTEMS TO BE SUBMITTED WITHIN THE NEXT TWO MONTHS. VICE-CHAIR KELLEY REQUESTED BRIEFING PRIOR TO BOARD CONSIDERATION OF THE REQUEST.

- B-3 *Presentation of Two Employee Suggestions. Discussion, Recommendation and Request for Policy Direction. Presented by Mark Murray, Employee Suggestion Committee.*

MARK MURRAY PRESENTATION AND RESPONSE TO BOARD QUESTIONS. BOARD CONSENSUS TO ALLOW SUPERVISORS AND MANAGERS TO SUBMIT SUGGESTIONS OUTSIDE THEIR AREA OF CONTROL.

*Tuesday, January 21, 1992 - 1:30 PM
Multnomah County Courthouse, Room 602*

BOARD BRIEFINGS

- B-4 *Discussion of the Juvenile Justice Division's Position Concerning Construction of a New Detention Facility with No Less than 88 Beds. Presented by Harold Ogburn.*

HAL OGBURN AND BOB NIELSEN PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION.

- B-5 *Briefing Pursuant to Resolution 91-188 Concerning Funding Options for a New Juvenile Detention Facility. Presented by Hank Miggins, Bill Farver and Maureen Leonard.*

MR. OGBURN, MR. NIELSEN, HANK MIGGINS, DAVE WARREN AND DAVE BOYER PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION.

*Tuesday, January 21, 1992 - 2:30 PM
Multnomah County Courthouse, Room 602*

AGENDA REVIEW

B-6 Review of Agenda for Regular Meeting of January 23, 1992.

*Wednesday, January 22, 1992 - 9:00 to 11:00 AM
Multnomah County Courthouse, Room 602*

EXECUTIVE SESSION

E-1 The Multnomah County Board of Commissioners will Meet in Executive Session to Discuss Labor Negotiations Pursuant to ORS 192.660(1)(d).

EXECUTIVE SESSION HELD. POLICY DIRECTION GIVEN.

*Thursday, January 23, 1992 - 9:30 AM
Multnomah County Courthouse, Room 602*

REGULAR MEETING

Chair Gladys McCoy convened the meeting at 9:30 a.m., with Vice-Chair Sharron Kelley, Commissioners Pauline Anderson and Gary Hansen present, and Commissioner Rick Bauman arriving at 9:37 a.m.

BOARD BRIEFING

B-1 Presentation of the Consolidated Government Services PARKS, PERSONNEL, PLANNING AND PUBLIC SAFETY Report of the Citizens' Joint Budget Advisory Committee (JBAC). Presented by JBAC Co-Chairs Marc Abrams and Dick Levy.

RICHARD LEVY AND MARC ABRAMS PRESENTATION AND RESPONSE TO BOARD QUESTIONS. JOHN LEGRY RESPONSE TO BOARD QUESTIONS.

CONSENT CALENDAR

UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER KELLEY, CONSENT CALENDAR ITEMS C-1 THROUGH C-5 WERE UNANIMOUSLY APPROVED.

NON-DEPARTMENTAL

- C-1 *In the Matter of the Appointments of Commissioner Pauline Anderson and Fred Neal as Multnomah County Representative and Alternate Respectively, to the METROPOLITAN SERVICE DISTRICT REGIONAL POLICY ADVISORY COMMITTEE*
- C-2 *In the Matter of the Appointment of Marilyn Richen to the MULTNOMAH COUNCIL ON CHEMICAL DEPENDENCY, Term to Expire January, 1994*
- C-3 *In the Matter of the Appointment of Nan Waller, Juvenile Court Representative to the MULTNOMAH COUNTY CHILDREN AND YOUTH SERVICES COMMISSION*
- C-4 *In the Matter of the Appointments of Robert Findley, Position #2, Gilbert Jimenez, Position #3, Jean Ridings, Position #4 and Charles Becker, Sr., Position #6, to the MULTNOMAH COUNTY PARKS ADVISORY COMMITTEE, Terms to Expire January, 1994*

JUSTICE SERVICES

SHERIFF'S OFFICE

- C-5 *Ratification of an Intergovernmental Agreement Between Multnomah County and the City of Portland to Govern the Administration of City Code Chapter 14.74 (Alarm Systems Regulations) for the Fiscal Year 1991-1992*

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-6 *Ratification of an Intergovernmental Agreement Between the Oregon Highway Division, the City of Portland and Multnomah County, Relating to Operation and Maintenance Costs and Other Obligations During and After Construction of Traffic Signals Located at NE Sandy Boulevard and 181st Avenue*

UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER KELLEY, C-6 WAS UNANIMOUSLY TABLED.

REGULAR AGENDA

PUBLIC CONTRACT REVIEW BOARD

(Recess as the Board of County Commissioners and convene as the Public Contract Review Board)

- R-1 *Ratification of an Intergovernmental Agreement Between the Oregon Department of General Services, Purchasing Division and Multnomah County, for the Purpose of Providing the Use of State of Oregon Price Agreements to Purchase Goods and Services at Volume Discount, for the Period February 1, 1992 to January 31, 1993*

UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER HANSEN, R-1 WAS UNANIMOUSLY APPROVED.

(Recess as the Public Contract Review Board and reconvene as the Board of County

NON-DEPARTMENTAL

R-2 *In the Matter of Appointing Representatives to the COMPREHENSIVE YOUTH ACTION PLAN TASK FORCE Pursuant to Resolution 91-188*

COMMISSIONER BAUMAN MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-2. HANK MIGGINS EXPLANATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. APPOINTMENTS OF HAL OGBURN, MARK McDONNELL, BOB BROOKS, BOB DONOUGH, TONY HOPSON, DENNIS MORROW, MICHAEL MORRISSEY, LINDA BERGMAN, MARILYN RICHEN, MARY DuPAIN, MARIA TENORIO, JAMIE TILLMAN, TOM ENGLISH AND BRUCE WATTS UNANIMOUSLY APPROVED.

R-3 *RESOLUTION in the Matter of Assigning Commissioners Portfolios in Public Health, Public Safety, Environmental Preservation and General Government for the Calendar Year 1992*

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, RESOLUTION 92-14 WAS UNANIMOUSLY APPROVED.

R-4 *RESOLUTION in the Matter of Expressing the County Board's Policy that All Programs, Services and Activities Provided by the County are Accessible to People with Disabilities as Mandated by the 1990 Americans with Disabilities Act*

COMMISSIONER ANDERSON MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-4. JERRY BITLE EXPLANATION. RESOLUTION 92-15 UNANIMOUSLY APPROVED.

R-5 *First Reading of an ORDINANCE Amending Ordinance No. 646 (Firearms) by Expanding the List of Firearms in the Definition of "Assault Weapon", Clarifying Certain Language Pertaining to Excluded Firearms and Deleting Certain Provisions Concerning the Firearms Safety and Education Course*

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER ANDERSON MOVED AND COMMISSIONER BAUMAN SECONDED, APPROVAL OF THE FIRST READING. BOARD QUESTIONS AND DISCUSSION. LARRY KRESSEL RESPONSE TO BOARD QUESTIONS. UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER ANDERSON, IT WAS UNANIMOUSLY APPROVED THAT THE FIRST READING BE CONTINUED TO THURSDAY, JANUARY 30, 1992.

JUSTICE SERVICES

SHERIFF'S OFFICE

- R-6 *Budget Modification MCSO #19 Requesting Authorization to Reclassify an Office Assistant II Position to a Senior Fiscal Assistant in the Sheriff's Management and Fiscal Services Unit*

UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER KELLEY, R-6 WAS UNANIMOUSLY APPROVED.

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-7 *ORDER in the Matter of Cancellation of Land Sale Contract 15428 Between Multnomah County, Oregon and Stephen M. Olson upon Default of Payments and Performance of Covenants*

COMMISSIONER BAUMAN MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF R-7. LARRY BAXTER EXPLANATION AND RESPONSE TO BOARD QUESTIONS. JEFF BAKER TESTIMONY IN SUPPORT OF CANCELLATION. BOB SHULTZ TESTIMONY REQUESTING ONE WEEK POSTPONEMENT AND RESPONSE TO BOARD QUESTIONS. MR. KRESSEL AND MR. BAXTER RESPONSE TO BOARD QUESTIONS AND DISCUSSION. BOARD COMMENTS AND DISCUSSION. COMMISSIONER HANSEN MOVED AND COMMISSIONER BAUMAN SECONDED, THAT R-7 BE CONTINUED ONE WEEK. MR. KRESSEL AND MR. BAXTER RESPONSE TO BOARD QUESTIONS. BOARD COMMENTS. R-7 UNANIMOUSLY CONTINUED TO THURSDAY, JANUARY 30, 1992.

- R-8 *Request for Approval in the Matter of a Notice of Intent to Apply for an Oregon State Parks \$38,000 Land and Water Conservation Grant for Oxbow Park Improvements*

UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER ANDERSON, R-8 WAS UNANIMOUSLY APPROVED.

DEPARTMENT OF SOCIAL SERVICES

- R-9 *RESOLUTION in the Matter of Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody*

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER ANDERSON, RESOLUTION 92-16 WAS UNANIMOUSLY APPROVED.

DEPARTMENT OF HEALTH

- R-10 *Budget Modification DH #1 Requesting Adjustments in Appropriations, Field Services Section, to Reflect a Reduction in the State Perinatal Substance Abuse (START) Grant*

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, R-10 WAS UNANIMOUSLY APPROVED.

R-11 *Ratification of an Intergovernmental Agreement Between Multnomah County and Clackamas County, Providing Telephone Triage for Clackamas County Health Department Clients From January 15, 1992 to December 31, 1992, for an Amount Not to Exceed \$19,200*

UPON MOTION OF COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER KELLEY, R-11 WAS UNANIMOUSLY APPROVED.

R-12 *Ratification of an Intergovernmental Agreement Between Multnomah County and the Oregon Health Division, Providing Certain Services Related to Multnomah County's Targeted HIV Risk Reduction in Drug Treatment Dropouts Grant, for the Period January 1, 1992 to August 31, 1992*

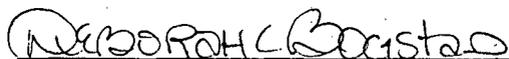
UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER ANDERSON, R-12 WAS UNANIMOUSLY APPROVED.

R-13 *Ratification of an Intergovernmental Agreement Between Multnomah County and the Oregon Health Division, Providing Services Related to Multnomah County's HIV Prevention in Women and Infants Grant, for the Period January 1, 1992 to September 29, 1992*

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER BAUMAN, R-13 WAS UNANIMOUSLY APPROVED.

There being no further business, the meeting was adjourned at 11:00 a.m.

OFFICE OF THE BOARD CLERK
for MULTNOMAH COUNTY, OREGON



Deborah L. Bogstad



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
ROOM 606, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • CHAIR • 248-3308
PAULINE ANDERSON • DISTRICT 1 • 248-5220
GARY HANSEN • DISTRICT 2 • 248-5219
RICK BAUMAN • DISTRICT 3 • 248-5217
SHARRON KELLEY • DISTRICT 4 • 248-5213
CLERK'S OFFICE • 248-3277

AGENDA

MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

JANUARY 20 - 24, 1992

- Monday, January 20, 1992 - HOLIDAY - COURTHOUSE CLOSED.
- Tuesday, January 21, 1992 - 9:30 AM - Board BriefingsPage 2
- Tuesday, January 21, 1992 - 1:30 PM - Board BriefingsPage 2
- Tuesday, January 21, 1992 - 2:30 PM - Agenda ReviewPage 2
- Wednesday, January 22, 1992 - 9:00 AM - Executive Session . .Page 3
- Thursday, January 23, 1992 - 9:30 AM - Regular Meeting. . . .Page 3

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 PM, Channel 27 for Paragon Cable (Multnomah East) subscribers
- Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

Tuesday, January 21, 1992 10:00 AM to 5:00 PM

JOINT CITY/COUNTY EVENTS
TO COMMEMORATE DR. MARTIN LUTHER KING, JR.

The City of Portland and Multnomah County Affirmative Action Office will Sponsor Day-Long Events in Recognition of Dr. Martin Luther King, Jr. Events Start at 10:00 AM on Tuesday, January 21, 1992 in the Portland Building Auditorium at 1120 SW Fifth Avenue. Film, Song and Words of Remembrance will Highlight the Day's Events which Occur Until 5:00 PM.

Tuesday, January 21, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

- B-1 Six-Month Status Report and Briefing on the Implementation of Option 1. Presented by Robert Jackson. 9:30 AM TIME CERTAIN. ONE HOUR REQUESTED.
 - B-2 Status Report of County Compliance with the Americans with Disabilities Act of 1990. Presented by Jerry Bittle. 30 MINUTES REQUESTED.
 - B-3 Presentation of Two Employee Suggestions. Discussion, Recommendation and Request for Policy Direction. Presented by Mark Murray, Employee Suggestion Committee. 30 MINUTES REQUESTED.
-

Tuesday, January 21, 1992 - 1:30 PM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

- B-4 Discussion of the Juvenile Justice Division's Position Concerning Construction of a New Detention Facility with No Less than 88 Beds. Presented by Harold Ogburn. 30 MINUTES REQUESTED.
 - B-5 Briefing Pursuant to Resolution 91-188 Concerning Funding Options for a New Juvenile Detention Facility. Presented by Hank Miggins, Bill Farver and Maureen Leonard. 30 MINUTES REQUESTED.
-

Tuesday, January 21, 1992 - 2:30 PM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

- B-6 Review of Agenda for Regular Meeting of January 23, 1992.

Wednesday, January 22, 1992 - 9:00 to 11:00 AM

Multnomah County Courthouse, Room 602

EXECUTIVE SESSION

- E-1 The Multnomah County Board of Commissioners will Meet in Executive Session to Discuss Labor Negotiations Pursuant to ORS 192.660(1)(d). (2 HOURS REQUESTED)
-

Thursday, January 23, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

BOARD BRIEFING

- B-1 Presentation of the Consolidated Government Services PARKS, PERSONNEL, PLANNING AND PUBLIC SAFETY Report of the Citizens' Joint Budget Advisory Committee (JBAC). Presented by JBAC Co-Chairs Marc Abrams and Dick Levy. 9:30 AM TIME CERTAIN. 30 MINUTES REQUESTED.

CONSENT CALENDAR

NON-DEPARTMENTAL

- C-1 In the Matter of the Appointments of Commissioner Pauline Anderson and Fred Neal as Multnomah County Representative and Alternate Respectively, to the METROPOLITAN SERVICE DISTRICT REGIONAL POLICY ADVISORY COMMITTEE
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JUSTICE SERVICES

SHERIFF'S OFFICE

- C-5 Ratification of an Intergovernmental Agreement Between Multnomah County and the City of Portland to Govern the Administration of City Code Chapter 14.74 (Alarm Systems Regulations) for the Fiscal Year 1991-1992

CONSENT CALENDAR - continued

DEPARTMENT OF ENVIRONMENTAL SERVICES

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DEPARTMENT OF ENVIRONMENTAL SERVICES

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DEPARTMENT OF SOCIAL SERVICES

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0200C/9-13/dr

Meeting Date: January 21, 1992

Agenda No.: _____

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Joint City/County Events To Commemorate Dr. Martin Luther King, Jr.

AGENDA REVIEW/
BOARD BRIEFING _____ (date) _____ REGULAR MEETING _____ (date)

DEPARTMENT Nondepartmental DIVISION Chairs Office

CONTACT Teri Duffy TELEPHONE 248-3308

PERSON(S) MAKING PRESENTATION _____

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: _____

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

The City of Portland and Multnomah County Affirmative Action Office will sponsor day-long events in recognition of Dr. Martin Luther King, Jr. Events start at 10 A.M. on Tuesday, January 21, 1992 in the Portland Building Auditorium at 1120 SW 5th. Ave. Film, song, and words of remembrance will highlight the day's events which occur until 5 P.M.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Gladys McCoy

or

DEPARTMENT MANAGER _____

(All accompanying documents must have required signatures)

RECEIVED
MULTNOMAH COUNTY
JAN 21 1992
CLERK'S OFFICE



MULTNOMAH COUNTY OREGON

NEWS

CONTACT: Teri Duffy, Public Information Officer, 248-3308

PHOTO, VIDEO, AUDIO OPPORTUNITY: YES
IMMEDIATE RELEASE

JOINT MULTNOMAH COUNTY-CITY OF PORTLAND EVENTS TO COMMEMORATE
DR. MARTIN LUTHER KING, JR.

The City of Portland and Multnomah County Affirmative Action Office will sponsor day-long events in recognition of Dr. Martin Luther King's birthday. All events are free and open to the public.

The City-County Affirmative Action Office invites the community to attend various activities on Tuesday, January 21, 1992 in the Portland Building auditorium which is located at 1120 SW 5th. Ave.

Starting at 10 A.M. there will be a showing of three films which highlight the life of Dr. Martin Luther King, Jr. The films will be shown until 3:30 P.M.. At noon Gladys McCoy, Multnomah County Chair; Mike Lindberg, Portland City Commissioner; Carolyn Leonard, Metropolitan Human Relations Chair; Robert Phillips, King Holiday Commission; and Rev. Phillip Nelson, Allen Temple C.M.E. Church will provide words of remembrance, and Charlotte Easley will share inspirational sounds.

Beginning at 4 P.M., the nationally recognized Dr. Martin Luther King School Choir will sing selections performed during their national tours. The Choir, directed by Kathryn Giffert, has performed for President Bush in Washington, D.C. and at the Martin Luther King Memorial while in Atlanta, Georgia.

Meeting Date: JAN 21 1992

Agenda No.: B-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: OPTION I UPDATE BRIEFING

BCC Informal January 21, 1992 9:30-10:30 BCC Formal _____
(date) (date)

DEPARTMENT COMMUNITY CORRECTIONS DIVISION ADMINISTRATION

CONTACT ROBERT JACKSON/JoLynne Zimmerman TELEPHONE 248-3701

PERSON(S) MAKING PRESENTATION ROBERT JACKSON

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 1 hour

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

SIX-MONTH STATUS REPORT AND BRIEFING ON THE IMPLEMENTATION OF OPTION I

1992 JAN - 3 PM 2:10
MULTNOMAH COUNTY
OREGON
CLERK OF COUNTY COMMISSION

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER *Robert Jackson*

(All accompanying documents must have required signatures)

- 07/19/91 through 10/24/91 offender reported in routinely.
- Offender missed office appointment on 10/28/91.
- 10/30/91 Violation Report to Court. Client failing to comply with Alternative Community Services and treatment referral. Client admitted continued drug use (marijuana). PO requested hearing recommending 60 days jail to begin 2/1/92 if client is not in treatment.
- 12/12/91 offender in for routine reporting requirement.
- 1/4/92 offender was cited by Portland Police for Menacing. No weapon involved. Case is currently pending.
- 1/9/92 Judge Diez ordered offender be cited to appear in Court. Probation Officer was unable to contact offender.

GENERAL:

The offender was supervised according to the current Oregon Correction Management System at the appropriate risk level. This risk classification is based upon a risk assessment tool applied to all offenders when placed on probation.

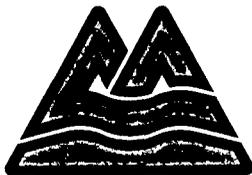
The offender had been a victim in three separate reported assaults and one robbery with a knife, his prior history did not indicate a history of violence.

The offender admitted to marijuana use, and had been referred to treatment and to the Drug Testing and Evaluation program. He failed to follow through with either referral.

**MULTNOMAH COUNTY
DEPARTMENT OF COMMUNITY CORRECTIONS**

**BOARD OF COUNTY COMMISSIONERS
BRIEFING**

JANUARY 21, 1992



MULTNOMAH COUNTY OREGON

DEPARTMENT OF COMMUNITY CORRECTIONS
421 S.W. 5TH, SUITE 600
PORTLAND, OREGON 97204
(503) 248-3701
FAX (503) 248-5376

GLADYS McCOY
COUNTY CHAIR

MEMORANDUM

TO: Board of County Commissioners

FROM: Robert A. Jackson, Director
Department of Community Corrections

DATE: January 21, 1992

SUBJECT: Briefing Materials

I am pleased to provide the Board with another update on the Department's implementation of Option I pursuant to the Community Corrections Act. As you know, we have made great strides over the past six months. The information which follows captures a few of the achievements of the Department for the period of October 1991 through December 31, 1991.

While we have made tremendous progress, the upcoming budget process is critical for the continued success of our community corrections program under Option I. I look forward to developing with you a comprehensive strategy for providing community corrections services for the citizens of Multnomah County.

January 21, 1992

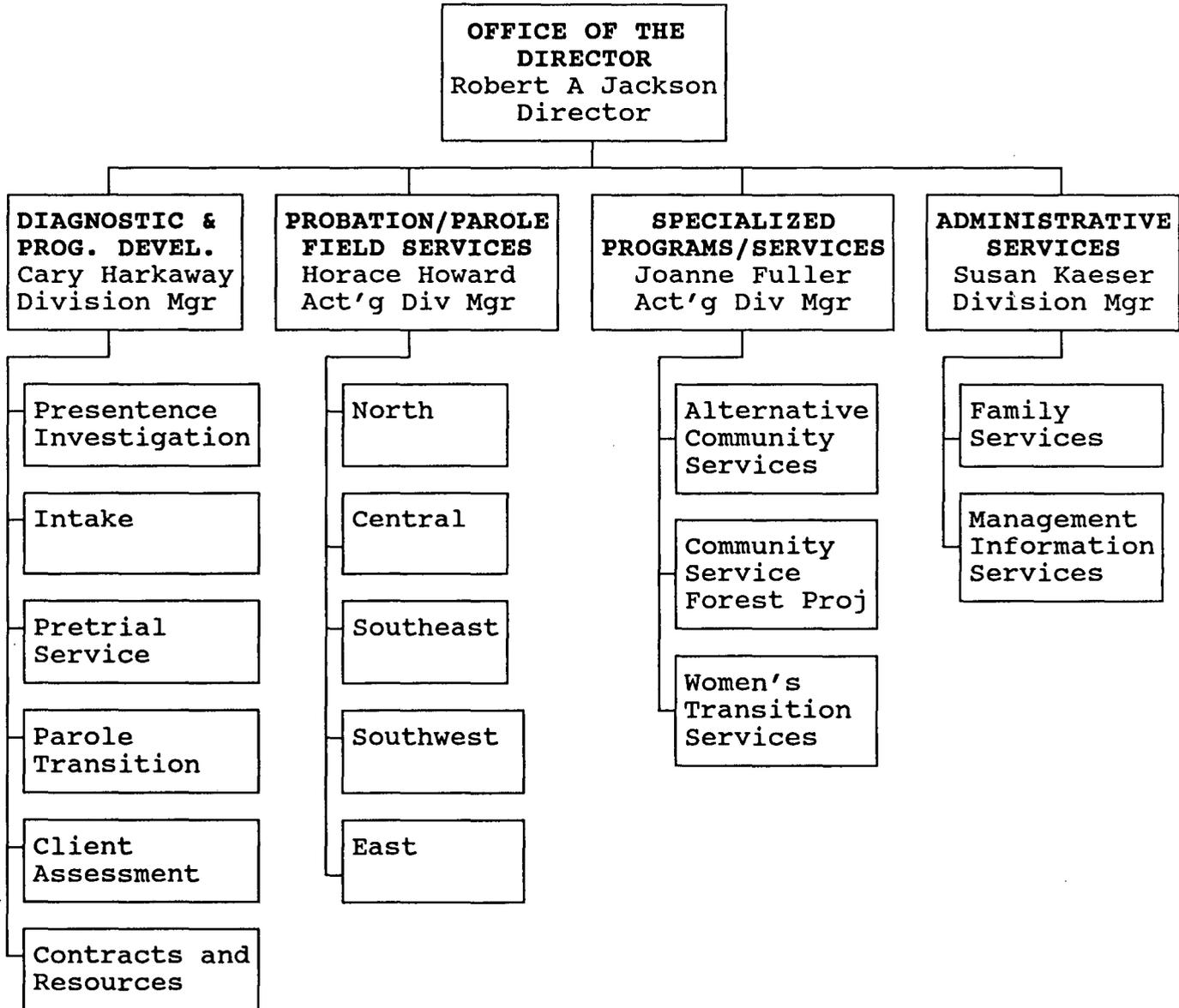
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**MULTNOMAH COUNTY
DEPARTMENT OF COMMUNITY CORRECTIONS**

MISSION STATEMENT

The mission of the Multnomah County Department of Community Corrections is to enhance public safety and promote the reformation of offenders in the community through an integrated array of supervisory, rehabilitative and enforcement interventions.



DEPARTMENT OF COMMUNITY CORRECTIONS PLANNING TIMELINE

ADMINISTRATION

ACTIVITY	DECEMBER 1991	JANUARY 1992	FEBRUARY 1992	MARCH 1992	APRIL 1992	MAY 1992	JUNE 1992
BUDGET	Information packet & briefing to Board	Development process begins	92'-95' Budget prepared	Monitor, evaluate & modify	>.....	>.....	>.....
PERSONNEL	Plan Exempt Classification & pay adjustment approved by Board	Phase II, Exempt classification plan completed	Budget adjustment	>.....	>.....	>.....	>.....
FACILITIES	Evaluate office consolidation	>.....	Monitor, evaluate & modify	>.....	>.....	>.....	>.....
TELEPHONES	Complete voice mail installation	Continue implementation	Monitor, evaluate & modify	>.....	>.....	>.....	>.....
AUTOMOBILES	Continue to monitor & assess needs	>.....	>.....	>.....	>.....	>.....	>.....
PROPERTY	Continue to monitor & assess needs	>.....	>.....	>.....	>.....	>.....	>.....
LEGISLATION	Assess 25% budget cut proposal by DOC	Begin Options development	>.....	>.....	>.....	>.....	Complete Legislative strategies & budget options.

DIVISION FUNCTIONS

ACTIVITY	DECEMBER 1991	JANUARY 1992	FEBRUARY 1992	MARCH 1992	APRIL 1992	MAY 1992	JUNE 1992
FIELD SERVICES	Begin planning for development of work plan to form 92-93 budgets	Schedule 2 or more work sessions for each Division to develop & prepare the Division's 92-93 Budget. Process to be completed by end of month.	92'-93' Budget prepared and completed by 15th.	Monitor, evaluate & modify	>.....	>.....	>.....
INTAKE/DIAGNOSTIC	"	"	"	>.....	>.....	>.....	>.....
SPECIALIZED SERVICES	"	"	"	>.....	>.....	>.....	>.....

SUPPORT COMMITTEES

ACTIVITY	DECEMBER 1991	JANUARY 1992	FEBRUARY 1992	MARCH 1992	APRIL 1992	MAY 1992	JUNE 1992
MANAGEMENT INFORMATION SYSTEMS	Monitor & evaluate needs	Consultant to complete MIS Plan. Assessment of tasks	Implementation strategy A) fiscal, B) training	Automation Needs Plan	Monitor, evaluate & modify
EMPLOYEE SAFETY	Specific equipment implemented	Monitor & evaluate needs
SUPERVISION FEES	Automated collection implemented	Monitor, evaluate & modify
POLICIES & PROCEDURES	Review proposed P & P	Recommend adoption of permanent P & P	Monitor, evaluate & modify
TRAINING	Assess needs & develop policy & plan	Complete policy, procedure, plan & resource guide
STRATEGIC PLANNING	Facilitate & coordinate planning process	Develop strategic planning	2nd week, complete strategic plan	Monitor, evaluate & modify	>.....
EMPLOYEE RECOGNITION	On going review & awards
LABOR/MANAGEMENT RELATIONS	Continued meetings & discussions

January 21, 1992

DIRECT SERVICES AND PROGRAM DEVELOPMENT COMMITTEES

<u>ACTIVITY</u>	<u>DECEMBER 1991</u>	<u>JANUARY 1992</u>	<u>FEBRUARY 1992</u>	<u>MARCH 1992</u>	<u>APRIL 1992</u>	<u>MAY 1992</u>	<u>JUNE 1992</u>
CONTRACT SERVICES	Monitor, evaluate & modify
WOMEN'S SERVICES	Complete comprehensive plan	Women services round table
MENTAL HEALTH	Evaluate needs assessment survey	Draft proposal for consultation case mgmt assistance
SUBSTANCE ABUSE	Identification of strategic priorities	Complete service delivery, evaluation, training plan
SEX OFFENDERS	Evaluation contract (or IGA) awarded	Identification of strategic priorities	Client treatment & assessment contract & supervision plan
GANGS	Client needs assessment	Identification of strategic priorities
LIMITED SUPERVISION	LTD design recommendations complete	Plan / Design recommendations approved & implemented	Monitor, evaluate & modify
PAROLE SERVICES	Housing contract awarded	Transitional housing begins	Continue developing comprehensive plan
GENERIC CASELOAD MANAGEMENT	Committee to form	Formulate goals, objectives & action plan	Develop plan & supervision strategy recommendations	Complete plan & recommendations	Implement plan & recommendations	Monitor, evaluate & modify

January 21, 1992

STRATEGIC PLANNING OVERVIEW

Need For A Strategic Plan: December, 1990

- Creation of new Department of Community Corrections.
- New undertaking for Department.
- Develop organizational mission, goal, and objectives.

Preplanning Design Process: January, 1991 to March, 1991

- Creation of Department-wide planning process.
- Tasks and timeline for design of planning process.
- First Departmental meeting.
- DCC/DOC Design Team meetings.
- Recommendations developed for planning design.

Employee Interviews and Survey: March, 1991

- Survey designed and implemented.
- Findings:
 - Workload was rated as most critical issue facing staff with budget cuts, security/safety and resource availability close behind;
 - Behavior control was rated as the overriding role of corrections with the majority rating rehabilitation as important;
 - Effective leadership was listed as the most important issue to them personally with job resources, safety and job security close behind.

Managers Retreat: May 3, 1991

- Option I - advantages and disadvantages.
- Integrated service delivery.
- Management decision making.
- Role of management in planning process.

Work Session: May 24, 1991

- Identification and assignments of tasks.
- Development of timelines.

Managers Retreat: August 1-2, 1991

- Organizational Values.
- Vision for Department.
- Development of Mission Statement.
- Roles and responsibilities within the organization.
- Organization of planning process.

Managers Work Session: September 6, 1991

- Expanded workshop for all supervisory personnel.
- Revised Mission Statement.
- Reviewed short and long term objectives.
- Team building:
 - How to build a team to accomplish our mission
 - * Identify potential barriers
 - * Utilizing diverse skills.

Development of Planning Group: October 18, 1991

- Define the role and function of the Planning Group:
 - Coordination
 - * Keep Department's committees on schedule
 - * Review committee plans/products for completeness
 - * Enhance communication and coordination between committees and the policy team;
 - Inventory
 - * Develop an inventory of the Department's human assets to know what skills, interests and abilities we have to utilize
 - * Inventory of information developed by the committees and the Department and/or know where to get it;
 - Evaluation
 - * Assess committee plans/products for Department fit and coherence
 - * Develop data/information to assist policy discussion
 - * Evaluate impacts and/or effects of policy decisions or programs for policy teams
 - * Do staff work as needed for policy team.

- Conducted a survey of committees analyzing each committees mission, objectives, products, and timelines.
 - Develop a Committee Status Matrix (See Appendix A.)

Planning Group/Committee Work Session: November 15, 1991

- Explained the role and function of the Planning Group.
- Explained the Strategic Planning Process to committee chairs.
- Status reports received from committee chairs regarding ability to achieve goals.
- Exchanged ideas on methods to coordinate committee information.

Planning Group/Committee Work Session: December 13, 1991

- Continuation of committee chair status reports.
- Presentation and discussion of Planning Timeline.
- Discussion of standardized methodology for committee reports and action plans.

**BUD 1
FY 91/92
EXPENDITURE
PROJECTION**

AGENCY:
COMMUNITY CORRECTIONS

PREPARED BY:
M W MURRAY

LGFS CODE	FUND: ALL	AGENCY: 021	ORGN: ALL	DATE: 01/15/92				
OBJECT DETAIL	PERIOD	YTD	PERIOD BURN	YTD BURN	BUDGET	PROJECTION	VARIANCE	
5100 Permanent	560,023	3,606,854	6,720,276	7,213,708	7,929,878	7,205,700	724,178	
5200 Temporary	24,854	145,750	298,248	291,500	33,298	278,800	(245,502)	
5300 Overtime	2,375	16,983	28,500	33,966	27,214	35,600	(8,386)	
5400 Premium Pay	2,651	58,691	31,812	117,382	13,170	112,200	(99,030)	
5500 Fringe	178,339	1,146,377	2,140,068	2,292,754	2,552,990	2,285,600	267,390	
DIRECT PERSONNEL COSTS	768,242	4,974,655	9,218,904	9,949,310	10,556,550	9,917,900	638,650	
5550 Insurance Benefits	85,071	553,526	1,020,852	1,107,052	1,217,769	1,098,700	119,069	
TOTAL PERSONAL SERVICES	853,313	5,528,181	10,239,756	11,056,362	11,774,319	11,016,600	757,719	
6050 County Supplements	0	0	0	0	0	0	0	
6060 Pass Through Payments	302,230	880,492	3,626,760	1,760,984	3,220,699	3,220,000	699	
6110 Professional Services	38,817	247,279	465,804	494,558	362,154	545,100	(182,946)	
6120 Printing	236	11,453	2,832	22,906	24,440	21,800	2,640	
6130 Utilities	0	23	0	46	0	0	0	
6140 Communications	3,378	46,565	40,536	93,130	49,303	60,375	(12,172)	
6170 Rentals	45,866	237,193	550,392	474,386	415,199	462,900	(47,701)	
6180 Repair and Maintenance	597	2,161	7,164	4,322	13,157	7,300	5,857	
6190 Maintenance Contracts	0	177	0	354	5,426	2,800	2,626	
6200 Postage	(4,563)	112	(54,756)	224	1,000	1,100	(100)	
6230 Supplies	10,555	63,267	126,660	126,534	154,919	144,655	10,264	
6270 Food	1,933	10,328	23,196	20,656	24,030	24,800	(770)	
6310 Education & Training	50	3,267	600	6,534	48,336	49,300	(964)	
6330 Travel	1,545	22,379	18,540	44,758	19,559	47,800	(28,241)	
6520 Insurance	0	0	0	0	2,000	2,000	0	
6530 External Data Processing	0	273	0	546	2,100	2,100	0	
6550 Drugs	0	0	0	0	0	0	0	
6610 Awards & Premiums	0	915	0	1,830	0	1,000	(1,000)	
6620 Dues & Subscriptions	72	122	864	244	2,840	2,800	40	
DIRECT MATERIALS & SERVICES	400,716	1,526,006	4,808,592	3,052,012	4,345,162	4,596,930	(251,768)	
7100 Indirect Cost	172,777	371,015	2,073,324	742,030	940,549	940,800	(251)	
7150 Telephone Services	12,084	35,765	145,008	71,530	149,161	160,502	(11,341)	
7200 Data Processing Services	60	300	720	600	0	600	(600)	
7300 Motor Pool Services	7,079	108,137	84,948	216,274	257,312	212,100	2,912	
7400 Bldg. Mgt. Services	0	0	0	0	14,000	14,000	0	
7500 Other Internal Services	0	292	0	584	88,799	89,300	(501)	
INTERNAL SERVICE REIMBURSEMENTS	196,680	536,108	2,360,160	1,072,752	1,492,782	1,503,602	(14,426)	
TOTAL MATERIALS & SERVICES	597,396	2,062,114	7,168,752	4,124,764	5,837,944	6,102,908	(264,964)	
7608 Federal/State Fund	266,300	401,106	3,195,600	802,212	1,181,051	1,180,985	66	
8300 Other Improvements	0	0	0	0	0	0	0	
8400 Equipment	3,197	8,615	38,364	17,230	62,408	62,310	98	
CAPITAL OUTLAY	3,197	8,615	38,364	17,230	62,408	62,310	98	
DIRECT BUDGET	1,172,155	6,509,276	14,065,860	13,018,552	14,964,120	14,577,140	386,980	
TOTAL BUDGET	1,720,206	8,000,016	20,642,472	16,000,568	18,855,722	18,360,427	491,689	

PERSONNEL SUMMARY

	BUDGET	FILLED	ON CALL TEMP	VACANT
ADMINISTRATIVE	23	25	0	(2)
PROFESSIONALS	148	130	2	16
<ul style="list-style-type: none"> ● 132 Probation/Parole Officers 6 Corrections Counselors/Nurse 8 Program Development Specialists/ A & D Specialists <u>2</u> Vacancies for PDS/A&D 148 Total 				
TECHNICIANS	1.5	1	0	.5
PARA-PROFESSIONALS	34.5	33	4	1.5
CLERICAL	44	42	4	2
TOTALS	251	231	10	20

OFFICE OF THE DIRECTOR

DESCRIPTION: The Director's office is responsible for providing overall management, administrative coordination, and operational control for the Department. The Office serves as the liaison with other components of the County's criminal justice system, and coordinates the Department's activities with both state and federal agencies. Using the Department's strategic planning process as a model for rational decision making in a complex and dynamic criminal justice environment, this Office will work with the Board of County Commissioners, the District Attorney, and the Sheriff to develop policy options based upon principled correction practices.

OBJECTIVES:

- Provide leadership and direction for the Department.
- Institutionalize the strategic planning process for the Department.
- Create an organization that values diversity.
- Develop a community corrections agenda for the year 2000.

ACCOMPLISHMENTS:

- Provided management and organizational direction by establishing clear goals and objectives for the Department, Divisions and other operational units.
- Continued to facilitate the strategic planning process through the creation of the planning group.
- Began dialogue with the State of Oregon's Department of Corrections regarding resource allocation issues and defining the various types of workloads of community corrections personnel.
- Began public education and out-reach effort which includes planning for public hearings associated with the Community Corrections Act funding process.
- Continued to develop linkages with the Courts, District Attorney's Office and the Sheriff's Office as a predicate to developing a criminal justice/public safety plan for the County.

ADMINISTRATIVE SERVICES DIVISION

DESCRIPTION: The Division provides centralized administrative support and coordination for the Department. Functional areas within this Division includes: fiscal management and control, personnel management, policy and procedure development, employee safety, and budget development.

OBJECTIVES:

- Centralization of all fiscal functions.
- Promote positive labor-management relations that address issues and concerns in a constructive, effective, and efficient manner.
- Facilitate and implement active affirmative action plan.
- Coordinate Option I conversion issues including facilities, automobiles, phones, personnel, benefits, equipment, and leases.
- Ensure the Department provides a safe working environment.
- Creation of a data base:
 - Serves the Department's need for timely access to information, allowing for supervision of offenders and protection of the community.
 - Offers support for strategic planning and operation control decisions.
 - Where information regarding the essential elements for serving and protecting citizens is readily accessible to the public.

ACCOMPLISHMENTS:

- Centralized purchasing and payments resulting in savings through cost comparisons, bulk purchasing, and other inexpensive solutions to operational needs.
- Converted all branch offices to automated probation fees collection system and reaching 100% of the goal in budgeted revenues (\$602,875 per year/\$301,438 per half year budget - \$307,525 collected by December 31, 1991.) (See Appendix B.)
- Centralized payroll functions and adaptation to dual (exempt and represented) payroll systems.
- Completed Department hardware/software survey, program evaluation and management needs assessment, and near completion of the Department's long range MIS Plan and platform recommendations.
- Established standardized word processing format: WordPerfect. Conversion of all former state phone systems to county system.
- Purchased safety equipment for Department, including Cap-Stun, radios, safety/utility belts. Completed training associated with the acquisition of this new equipment.

DIAGNOSTIC AND PROGRAM DEVELOPMENT DIVISION

DESCRIPTION: The Division provides diagnostic assessment and referral services through the delivery of pretrial, presentence investigation, and intake functions. The Division plans, manages, and evaluates correctional programs and contracts services for pre- and post-sentenced adult offenders.

OBJECTIVES:

- Make presentence investigation and parole and probation intake processes more efficient.
- Provide enhanced diagnostic information and program recommendations at key decision points.
- Begin case planning as early as possible and assure continuity of supervision and a seamless flow of case information between pretrial and post trial supervision.
- Reduce the number of parole revocations that occur within the first few months of supervision.
- Assure the delivery of cost-effective contract services.

ACCOMPLISHMENTS:

- Working with the Courts and Field Services Division to provide presentence investigations, specialized evaluations and other services that are more responsive to their needs.
- Parole Transition Project is operational.
 - Staff are working with inmates before their release to Multnomah County.
 - Necessary protocols have been developed with staff at the State institutions.
- Program Development Committees are involving a cross section of the Department in developing program proposals in key areas for the 1992-93 budget planning. Highlights include:
 - Mental Health Committee representatives have been meeting with mental health agencies and County mental health managers to expand services for mentally ill offenders.
 - Sex Offenders Committee hosted a forum for the Department to discuss assessment, treatment and supervision issues with sixteen therapists.
 - Gangs Committee has been meeting with Portland Police and a local Gang Task Force to identify the most effective way for the Department to work with other involved agencies.

SPECIALIZED PROGRAMS AND SERVICES DIVISION

DESCRIPTION: The Division provides innovative programs and services appropriate to the specialized needs of offenders. These services include alternative sanctions, specialized case management, and utilization of treatment alternatives in support of the courts and supervision.

OBJECTIVES:

- Create and implement effective programming and services to meet specific offender needs.

Community Service Forest Project

- Positively impact offenders and the community, while providing a viable alternative to incarceration utilizing the natural environment of a National Forest as a work experience.

Alternative Community Services

- Increase program effectiveness to courts and supervision through appropriate system changes and improvements.

Women's Transition Services

- Provide case management specialized services and programs designed specifically for female offenders.

ACCOMPLISHMENTS:

- Developed a management structure to promote the link between probation/parole supervision and the treatment and sanctions needed to address specific offender needs.
- Coordinated several planning efforts which include a comprehensive plan for female offenders services, including child care for women who have community service and substance abuse treatment conditions imposed by the Court.
- Worked with Field Services Division to begin the process of addressing a host of issues in the area of domestic violence. Discussions have begun with the D.A.'s Office and the City of Portland to explore ways of cooperating to support the Department's efforts regarding domestic violence.
- The Forest Project has been involved during the past three months in clearing and rebuilding the trails in the Columbia Gorge after the devastating fires of September 1991. Forest Project crews were among the first crews to clear trails after the fires.
- Alternative Community Service has recently developed a group interview format to better handle the over 7,000 intake interview of offenders per year.

PAROLE AND PROBATION FIELD SERVICES DIVISION

DESCRIPTION: The Division provides supervision of approximately 10,000 offenders in Multnomah County - approximately 1,900 misdemeanants and over 8,000 felons. Supervision involves monitoring offenders' behavior in the community to prevent recidivism, making home and collateral contacts, involving offenders in meaningful activities, including full-time employment, counseling offenders and programming them for treatment as needed, and using all available alternatives before recommending incarceration to releasing authorities.

OBJECTIVES:

- To provide a proactive approach to supervising offenders in the community, enabling the Division to intervene before behavior leads to inappropriate and criminal acts.
- To provide assistance to those offenders with special needs to ensure community and public safety.
- Create a case management system which ensures that the offender population is appropriately managed and supervised within the community to enhance public safety.
- Provide a process that will closely monitor the placing of detainers, authorizing arrests, and submitting revocation reports to reduce the number of offenders returned to prison or imprisoned for the first time.

ACCOMPLISHMENTS:

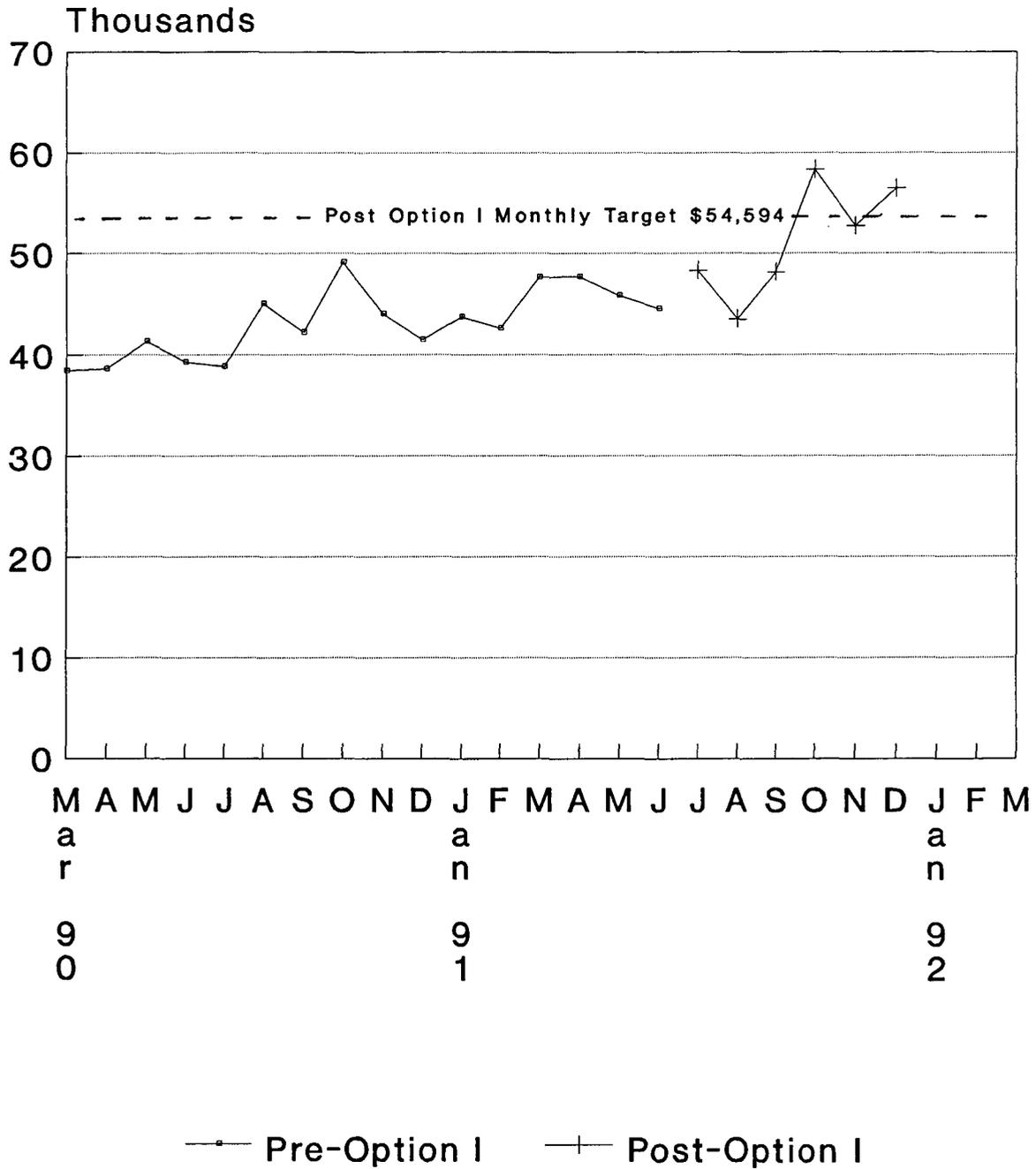
- Developed Division management structure and procedures to ensure a clear understanding of goals and objectives of field services.
- Developing specialized caseload emphasis using behavioral information to target domestic violence cases for special supervision. DUII offender cases have been consolidated at a single branch to allow specialization of supervision.
- Improved community relations by having Branch Managers work more closely with neighborhood associations and community-based anti-crime efforts (issues such as location and operation of subsidy housing, treatment, etc.)
- Working to improve working relationships with other criminal justice agencies, including the Sheriff's Office, the D.A.'s Office, Courts and the State of Oregon's Department of Corrections.
- Analyzed and acted to improve staff safety by providing necessary equipment and training. This is a continuing effort.
- Worked with Administrative Services Division to improve supervision fee collection by:
 - Expanding the use of the automated billing system by an additional 5,000 cases
 - Developing training for Parole/Probation Officers to improve collection techniques
 - Making fee collection management information available to line staff and managers.

COMMITTEE STATUS MATRIX

COMMITTEE NAME	MISSION STATEMENT	OBJECTIVES	PRODUCTS/TIMELINES
SEX OFFENDERS	Integrate supervision and treatment for sex offenders by providing policy, program and training recommendations and monitoring treatment impact.	Complete needs assessment; develop client assessment and treatment programs; develop supervision and control strategies.	Client assessments/treatment contracts (2/1/92); interim plans re DNA profiling, polygraph, specialized caseloads, surveillance tech. (2/1/92); comprehensive plan (4/1/92)
POLICY AND PROCEDURES	Creating DCC's policies and procedures.	Review and submit to approval process all policies and procedures.	Adopt policies and procedures for DCC (1/92)
SAFETY	Promote safety in the work place.	Reach consensus on potential safety hazards; minimize risks; training, practices, equipment.	Purchase enough Capstun, radios, and body armor to allow use on all home visits, with MCSO back up (11/15/91)
TRAINING	Develop training policy for DCC.	Develop a training policy for DCC; survey resources for instructors and expertise within DCC staff; begin development of in-house training.	Policy, procedure, plan, documents available as a resource guide listing trainers (5/92)
MENTAL HEALTH	Provide policy, program and training recommendations by monitoring treatment impacts and supervision interventions.	Complete needs assessment; develop client assessment and treatment contract programs; develop supervision/control strategies.	Needs assessment survey (completed); assessment/treatment programs (4/1/92); comprehensive plan (4/1/92)
SUBSTANCE ABUSE	Integrate supervision and treatment intervention strategies.	Develop a substance abuse resource manual; draft plan to improve services, coordination of services with other agencies, outcome measurement and training.	Format resource guide; map flow of A&D clients through correction system; plan to improve assessment and intervention; services (11/91); Plans for transitional programming, coordination of service delivery, outcome measurement, and training (4/92)
PAROLE SERVICES	Integrate supervision, housing and treatment intervention strategies for parole offenders.	Implement Parole Transition Program; develop ongoing dialog with DOC related to parole; draft a plan addressing DCC objectives, priorities and strategies.	Parole Transition Plan (completed); implement plan (11/91); plan ongoing dialog with DOC (11/91); comprehensive plan for parole services (4/92)
LIMITED SUPERVISION	Supervise limited risk offenders to maximize available resources.	Develop standards for supervising low risk offenders; develop alternatives to traditional probation for low risk offenders; streamline the processing of limited risk cases.	Procedure for supervision of limited risk cases (12/91); transition officer with low risk caseload (12/91); information sheet for DA and Courts (12/91); list of alternatives to traditional probation to PD, DA and Courts (1/92); implementation of methods for working with DA to identify for Courts offenders targeted for limited supervision (1/92); PC with TOPS program at each casebank officer's desk (12/91); recommendations for casebank design re staffing and physical location (12/91)
GANGS	Become part of a network, and integrate supervision and treatment for gang members and monitor treatment interventions.	Complete needs assessment; develop strategies and program linkage; develop comprehensive plan.	Client need assessment (12/91); comprehensive plan including target populations, resources, performance standards, strategies, data requirements and protocols (4/92)
SUPERVISION FEES	Implement method for improving the collection of supervision fees.	Expand automated fee billing to all cases; streamline process of collecting fees; provide complete management information.	Simplified supervision fee forms and collection processes (completed); management information reports (completed); augmented collections (continuous)
MIS	Develop management information systems to support analytical decision making.	Complete and review hardware/software survey; review manual tasks and assess need; develop a plan combining operation needs and data processing options.	Survey of existing hardware/software (10/31/91); assessment of tasks (1/15/92); automation needs plan (3/92)
FEMALE OFFENDERS ISSUES	Identify strengths and needs of female offenders and develop/evaluate program alternatives.	Develop plan for new services for female offenders; develop/implement training for POs re available services; evaluate current services.	Needs assessment plan (12/91); PO training (2/92)

SUPERVISION FEES

Monthly Collections



Meeting Date: JAN 21 1992

Agenda No.: B-2

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: COUNTY COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

AGENDA REVIEW/
BOARD BRIEFING 1-21-92 REGULAR MEETING _____
(date) (date)

DEPARTMENT NON-DEPARTMENTAL DIVISION AFFIRMATIVE ACTION

CONTACT JERRY BITLE TELEPHONE 823-3173

PERSON(S) MAKING PRESENTATION JERRY BITLE

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 MINUTES

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

STATUS REPORT OF COUNTY COMPLIANCE WITH
THE AMERICANS WITH DISABILITIES ACT OF 1990

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER [Signature]

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1992 JAN 13 PM 1:28

EXECUTIVE BRIEFING ON THE
AMERICANS WITH DISABILITIES ACT

1. AMERICANS WITH DISABILITIES ACT DEFINED

The Americans with Disabilities Act of 1990 will effectively ban discrimination based on disability in: 1) Employment, 2) Public Service, 3) Privately-operated public accommodations, and 4) Telecommunications. Multnomah County will be affected primarily by two titles in the Act: Employment, which is administered by Equal Employment Opportunity Commission regulations; and, Public Service, administered by Department of Justice rules.

Department of Justice rules are effective January 26, 1992, while Equal Employment Opportunity Commission regulations are effective July 26, 1992.

2. LOCAL GOVERNMENT OBLIGATIONS

Department of Justice Rules, effective January 26, 1992, implement Title 2 (Public Service) provisions of the law. Those Rules require that public entities:

1. Designate a responsible individual;
2. Conduct a self-evaluation;
3. Provide public notice of our commitment to the law;
4. Assure access to programs, services and activities;
5. Establish an ADA grievance procedure for access to programs, services and activities;
6. Prohibit retaliation and coercion against those asserting ADA rights; and
7. Assure that policies, practices and procedures do not discriminate against people with disabilities.

Equal Employment Opportunity Commission Rules, effective July 26, 1992, implement Title 1 (Employment) provisions of the law. Those Rules stipulate that public entities:

1. May not discriminate against people with disabilities in any employment practice, policy or procedure;
2. Must reasonably accommodate people with known disabilities in their efforts to seek and retain employment;
3. Must establish qualification standards, tests and other selection criteria prior to recruitment; and
4. May not conduct pre-employment physical prior to job offer.

3. WHAT IS BEING DONE TO COMPLY

Multnomah County has completed several tasks, or is in the process of completing tasks, to assure compliance with the Americans with Disabilities Act such as:

1. Designated the City/County Affirmative Action Officer as the responsible individual.
2. Started the self-evaluation process to determine access of programs, services and activities and to reaffirm that facilities are accessible.
3. Developing an ADA grievance procedure for people with disabilities denied access to programs, services and activities.
4. Begun a review of policies, practices and procedures (including Employment) to assure they do not discriminate against people with disabilities.
5. Affirmed our commitment to the Americans with Disabilities Act by inclusion in the Affirmative Action Plan and dissemination of posters and other written material.
6. Will develop a Transition Plan by July 26, 1992, to modify existing non-compliant facilities.
7. Should complete structural modifications of facilities (if required) by July 26, 1995.

NOTE: Refer to the attached chart for a pictorial view of the activities and time lines for compliance.

ADA COMPLIANCE CHART

<u>Obligations</u>	<u>Effective Dates</u>	<u>Status</u>
1. Designate Responsible Employee.	January 26, 1992	Completed.
2. Self-Evaluation.	July 26, 1992	Started, will be completed after January 26, 1992.
3. ADA Grievance Procedures.	January 26, 1992	Will be in place January 26, 1992.
4. Policy, Practices, and Procedures Review.	January 26, 1992 (PSAs) July 26, 1992 (Employment)	Ongoing evaluation.
5. Affirm our Commitment to ADA.	January 26, 1992	1992-93 Affirmative Action Plan, Board Resolution, Posters, Written Material dissemination.
6. Transition Plan.	July 26, 1992	Will have City/County Advisory Committee on the Disabled evaluate facilities and assist in plan development.
7. Facilities Modification.	July 26, 1995	Action dictated by Transition Plan.

4. ANTICIPATED FINANCIAL OBLIGATIONS

Fiscal obligations resulting from ADA compliance are hard to predict at this time because we have no firm idea of what the County may ultimately be required to do to assure that facilities, programs, services and activities are accessible. However, we do know that the County must provide auxiliary aids and American Sign Language (ASL) interpreters for the deaf and hearing impaired to aid in participating in programs, services and activities.

The County's past compliance with the Rehabilitation Act of 1973, Section 504 may relieve some of our liability. However, some Departments may be affected more than others when considering costs related to facilities modifications and program, service and activity access. The County will have a better idea of these costs when the Self-evaluation Survey is completed and analyzed (after January 26, 1992) and the Transition Plan is developed (July 26, 1992). Costs and funding requests will be presented by the Departments later when figures are known.

5. SUMMARY OF POTENTIAL LIABILITIES

The County's liability for failure to comply with EEOC and DOJ regulations could be substantial and include the possibility of termination of federal funds and compensatory damages of up to \$300,000 per incident.

NOTE: Please see the attached chart for Enforcement Provisions of the ADA.

6. RECOMMENDATIONS

1. Adopt a resolution which asserts the County's desire to be in compliance with the Americans with Disabilities Act; and
2. Consider contingency funding (when the figures are known) to assure compliance.

Revised Figure 1050-A
Enforcement Provisions of the ADA

	Responsible Agency	Enforcement Based on	Type of Actions Allowed	Penalties For Non-compliance
Title I (Employment)	EEOC & DOJ	Title VII of Civil Rights Act of 1964	<ul style="list-style-type: none"> • Complaints filed with EEOC • Private suits • DOJ may bring suit 	<ul style="list-style-type: none"> • Injunctive relief/back wages • Attorneys' fees & costs of litigation • Compensatory and punitive damages
Title II (State & local governments)	DOJ & individual agencies	Section 504 of Rehabilitation Act	<ul style="list-style-type: none"> • Complaints filed with individual funding agencies • Private suits • DOJ may bring suit 	<ul style="list-style-type: none"> • Termination or suspension of federal funds • Equitable damages • Attorneys' fees & litigation costs
Title III (Public accommodations in private sector)	DOJ	ADA	<ul style="list-style-type: none"> • Department of Justice may bring suit • Private suits 	<ul style="list-style-type: none"> • Permanent or temporary injunctions • Restraining orders • Preventive relief • Costs of litigation • Civil penalties: \$50,000 for first violation; \$100,000 for subsequent violations in pattern or practice suits
Title IV (Telecommunications relay services)	FCC	Communications Act of 1934	<ul style="list-style-type: none"> • Complaints filed with FCC • Certified state commissions 	Revocation of certification

Meeting Date: JAN 21 1992

Agenda No: B-3

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

Subject: Employee Suggestions - Committee Recommendations

AGENDA REVIEW/
BOARD BRIEFING _____ REGULAR MEETING _____

DEPARTMENT Chair DIVISION Employee Suggestion Committee

PERSON(S) MAKING PRESENTATION Mark Murray

ACTION REQUESTED:

 INFORMATION ONLY X POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 minutes

CHECK IF YOU REQUIRE OFFICIAL NOTICE OF ACTION TAKEN: X

BRIEF SUMMARY: (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

1. Presentation of Suggestion **ANON-001** (copy attached). The committee makes no recommendation.
2. Discussion of suggestion **DHS-003** (copy attached). The committee makes no recommendation. We suggest clarification of an acceptable policy.
3. Request for Discussion/Policy Direction concerning the option to approve an award before the stipulated one year time period has passed. The committee recommends the BCC approve this option.
4. Discussion/Policy Direction in regards to Supervisors/Managers being able to submit suggestions outside their area of direct control. The committee makes no recommendation.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL: _____

Or

DEPARTMENT MANAGER: *Mark Murray*

(all accompanying documents must have required signatures)

BOARD OF
 COUNTY COMMISSIONERS
 1992 JAN - 9 PM 3:16
 MULTNOMAH COUNTY
 OREGON



MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY
Date Received: 11-19-91
File No: ANCW-001

EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

Pictures of County Commissioners displayed in Bldg. Lobby - The picture in our Bldg. has now been taken down, but perhaps not in other places - Many employees in our work area found it appalling to spend tax payers money on this - what a waste of everyone's

Subtotal:

PROPOSED SOLUTION:

Estimated Cost:

STOP WASTING TAX DOLLARS ON pictures of Commissioners.

Subtotal:

Total Anticipated Savings(per year):

Type of Suggestion:

- Increased Efficiency
Improved Methods
Improved Service
Improved Equipment

- Reduced Costs
Waste Prevention
Increased Worker Health and/or Safety
Other - Please Specify

Date Submitted: 11/14/91
Request confidentiality: YES NO
Name of Suggestor: (please print) (Optional)
Phone Number: (Optional) Dept/Div: (Optional) Mailing Address: (Optional)

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: 8/101, R/134

Suggestor Signature:

SUMMARY OF INFORMATION

SUGGESTION

To be eligible for consideration a suggestion must be submitted on the approved form.

The completed form should be returned to a member of the Suggestion Committee, or sent to: ESC, B/101, R/134.

An accepted suggestion must identify a condition or problem and a solution which was not under active consideration by the affected department at the time the suggestion was submitted.

Suggestions will be evaluated on the basis of practicality, usefulness, originality, safety, and/or cost-effectiveness.

ELIGIBILITY

All non-management County employees. The Suggestion Committee will be responsible for final determination of eligibility.

PROCESSING

The Suggestion will be assigned a number and logged by the receiving Suggestion Committee member.

The Suggestion Committee will evaluate the Suggestion at the next scheduled committee meeting.

The committee shall inform the suggestor within 2 weeks of the committee meeting of the results of the evaluation.

1. The suggestion may need more analysis.
2. The suggestion may be passed on to the Board of County Commissioners for consideration.
3. The suggestion may be rejected.

OWNERSHIP

Suggestions and the ideas embodied in it become the exclusive property of Multnomah County upon submission of the suggestion.

COMMITTEE MEMBERSHIP

The Employee Suggestion Committee is composed of representatives from the following disciplines:

Deputy Sheriff's Association	Corrections Officers Association
Oregon Nurses Association	County Employees Union, Local 88, AFSCME, AFL-CIO (2)
Prosecuting Attorneys Association	Budget Office
Staff Assistant to Chair McCoy	Staff Assistant to Commissioner Gary Hansen

FILLING OUT THE FORM

1. Date received: Date the suggestion is received by a Committee member. The committee member will enter this date.
2. File number: Entered by a committee member
3. Present Method: Describe in sufficient detail, the method, condition, or problem now existing. If necessary, attach and number additional sheets of information.
4. Present Cost: Include all relevant costs whenever possible. Cost should be on an annualized(per year) basis.
5. Subtotal: This is the total of all costs identified under number 4.
6. Proposed Solution: Describe in sufficient detail, the proposed solution to the method, condition, or problem now existing. If necessary, attach and number additional sheets of information.
7. Estimated Cost: Include all relevant costs whenever possible. Cost should be on an annualized(per year) basis.
8. Subtotal: This is the total of all costs identified under number 7.
9. Total Anticipated Savings: Subtract line 8 from line 5. This figure should be on an annualized(per year) basis.
10. Check the box or boxes which best describe the type of suggestion.
11. Enter the date on which you submit this suggestion.
12. Circle YES if you do not want to be identified during the processing of the suggestion.
**NOTE: If you circle YES, your award will be given to a charitable organization.
If you circle YES, STOP here. Do not complete items 13 through 17.**
13. Print your name. Include the names of others if this is a joint suggestion. (OPTIONAL)
14. Enter your work phone number. (OPTIONAL)
15. Enter your Department and Division. (OPTIONAL)
16. Enter your work mailing address. (OPTIONAL)
17. Sign your name (OPTIONAL)



MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY
Date Received: 12-7-91
File No: DHS-003

EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

I am very concerned about the use of County Sponsered Classes which are taught on County Time.

Let me cite an example. A "Stress Management Refresher" course is led by Jerry Brown of Cascade Counseling Center. The course description I am referring to describes a course that is a "refresher" for employees who have already completed the 6 Week stress management series.

The Cost of the course is listed as "free" to all County employees. "Free" is hardly an appropriate description of the cost of the course to Taxpayers. I say this because this class may be taken on county time. The aforementioned course runs for a total of 4 hours. When one figures in travel time, etc., it is conceivable that an employee may actually be off

Subtotal:

PROPOSED SOLUTION:

his or her job for up to 6 hours to attend this course. The Costs for this are obviously dependent on the number of people participating and their salaries.

Estimated Cost:

Proposal: No class should be offered on County Time unless that class is directly related to that persons job (i.e. no stress classes, exercises classes, massage classes, basket weaving classes, women's self defense classes, etc. etc.).

I am appalled that I am paying tax dollars for employees to attend this type of class. This inappropriate use of tax payers money should end immediately. (OFFER THE CLASS OVER LUNCH)

This is Oregonian Material!

Subtotal:

Total Anticipated Savings(per year):

Type of Suggestion:

- Increased Efficiency
- Improved Methods
- Improved Service
- Improved Equipment

- Reduced Costs
- Waste Prevention
- Increased Worker Health and/or Safety
- Other-Please Specify _____

Date Submitted:	Request confidentiality: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	Name of Suggestor: (please print) (Optional)
Phone Number: (Optional) 248-5155	Dept/Div: (Optional) HEALTH DIV	

PRESENT THIS FORM TO A MEMBER OF THE SUC

SUMMARY OF INFORMATION

SUGGESTION

To be eligible for consideration a suggestion must be submitted on the approved form.
The completed form should be returned to a member of the Suggestion Committee, or sent to: ESC, B/101, R/134.

An accepted suggestion must identify a condition or problem and a solution which was not under active consideration by the affected department at the time the suggestion was submitted.

Suggestions will be evaluated on the basis of practicality, usefulness, originality, safety, and/or cost-effectiveness.

ELIGIBILITY

All non-management County employees. The Suggestion Committee will be responsible for final determination of eligibility.

PROCESSING

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The Suggestion Committee will evaluate the Suggestion at the next scheduled committee meeting.

The committee shall inform the suggestor within 2 weeks of the committee meeting of the results of the evaluation.

1. The suggestion may need more analysis.
2. The suggestion may be passed on to the Board of County Commissioners for consideration.
3. The suggestion may be rejected.

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Deputy Sheriff's Association	Corrections Officers Association
Oregon Nurses Association	County Employees Union, Local 88, AFSCME, AFL-CIO (2)
Prosecuting Attorneys Association	Budget Office
Staff Assistant to Chair McCoy	Staff Assistant to Commissioner Gary Hansen

FILLING OUT THE FORM

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2. File number: Entered by a committee member
3. Present Method: Describe in sufficient detail, the method, condition, or problem now existing. If necessary, attach and number additional sheets of information.
4. Present Cost: Include all relevant costs whenever possible. Cost should be on an annualized(per year) basis.
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10. Check the box or boxes which best describe the type of suggestion.
11. Enter the date on which you submit this suggestion.
12. Circle YES if you do not want to be identified during the processing of the suggestion.
NOTE: If you circle YES, your award will be given to a charitable organization.
If you circle YES, STOP here. Do not complete items 13 through 17.
13. Print your name. Include the names of others if this is a joint suggestion. (OPTIONAL)
14. Enter your work phone number. (OPTIONAL)
15. Enter your Department and Division. (OPTIONAL)
16. Enter your work mailing address. (OPTIONAL)
17. Sign your name (OPTIONAL)



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
HEALTH DIVISION
EAST COUNTY HEALTH CENTER
620 N.E. 2ND
GRESHAM, OREGON 97030
(503) 248-5155

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER
RICK BAUMAN • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

Note re costs;

For this one class; if 10 people sign up and their average hourly wage is 10.00 (probably a low estimate) and they are off work for a total of 5 hours (again a low estimate), the cost to the Taxpayers is \$500 for this one class.

This estimate does not even cover the cost of having other employees available to cover the other person's job while they are gone, etc.

STRESS MANAGEMENT



STRESS MANAGEMENT REFRESHER

led by Jerry Brown, M.S. of Cascade Counseling Center.

- *This class is designed as a refresher for employees who have previously completed the 6-week stress management class series.*
- Fee: Free to all Multnomah County employees. This 2-part class may be taken on County time. You must pre-arrange with your supervisor. Remind yourself of how to:
- Manage your body's response to stressful situations through techniques such as deep breathing, progressive relaxation, and mental imagery.
- Identify the sources of stress in your life and learn ways to cope with them, such as attitude management, self-affirmations, and improving self-esteem.
- Understand the physiological effects of diet and exercise habits on stress.

TIME AND LOCATION: Thursdays, February 13 and 20, 8:30 to 10:30 a.m.
Morrison Building, 2115 SE Morrison
2nd Floor Conference Room

Registration Deadline: February 7, 1992

Massage for Relaxation

Learn the techniques professionals use. Join us on your own or with a partner. This five-week class covers head, neck, shoulders, back, arms, hands, legs and feet.

Time: 6:30 to 8:30 pm *Date:* Thursdays — January 9–February 6

Location: Mead Building, 421 S.W. Fifth, Room 740

Fee: \$35 per person, \$60 for two — payable to Mara Nesbitt, L.M.T

To register use the form at the end of this schedule or call 292-2214.
Limited enrollment.



HEALTH SCREENING OPTIONS



The Health Promotion Program and Portland Adventist Hospital offer County employees (and their immediate family members) a chance to learn more about their health through "Health Chec." **Programs can come to your worksite or you can go to Portland Adventist on your own (and still get the discount rates) - for information, check off the appropriate box on the registration form at the end of this Schedule. Gift certificates available, too!**

Just how physically fit am I? What is my risk of heart disease? How healthy are my eating habits? What type of exercise is right for me?

Health Chec is a screening and assessment program designed to answer these and other questions. It can help you improve your health and lower your risk of developing serious health problems by providing you with individualized information about yourself and how it all relates to specific health factors.

The program includes a few basic components:

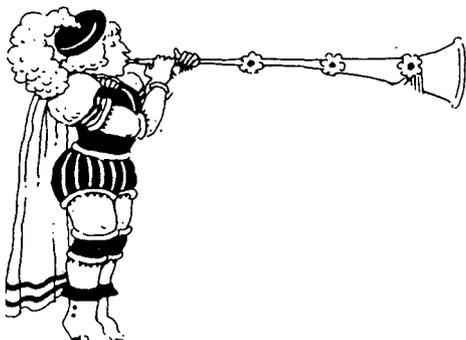
- Lifestyle questionnaire.
- Physical testing (optional).
- Education session.

Health Chec is a flexible program - you select the specific testing you need and want. This flexibility, coupled with state-of-the-art techniques and continuously updated information, means that you get just the right combination of evaluation and information that's right for you.

There are four levels of Health Chec available, as shown in the chart below, along with the cost to you for each level (the County pays the rest).

Health Chec Packages at a Glance

	LEVEL I \$5	LEVEL II \$10	LEVEL III \$20	LEVEL IV \$30
Health/Lifestyle Questionnaire	X	X	X	X
Cholesterol Screening		X		
Blood lipids profile - Chol, HDL, Tri, Glu			X	X
Height, weight, blood pressure, resting pulse		X	X	X
Body composition assessment			X	X
Strength test				X
Muscular endurance test				X
Flexibility test				X
Cardiovascular screening				X
Personal computerized report	X	X	X	X
4-page learning guide	X	X		
14-page learning guide			X	X
Education session	X	X	X	X



Holiday idea: give a Health Chec gift certificate!

- 2 -

• call Wendy at 248 5015 for info

Meeting Date: JAN 21 1992

Agenda No.: B-4

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Juvenile Justice Division - Proposed Capacity - New Detention Facil.

BCC Informal 1-21-92 (date) BCC Formal _____ (date)

DEPARTMENT Social Human Services DIVISION Juvenile Justice

CONTACT Harold Ogburn TELEPHONE 248-3460

PERSON(S) MAKING PRESENTATION Harold Ogburn

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Pursuant to Board directive on 1-7-92, the Juvenile Justice Division recommends that the new Detention Facility be constructed with NO LESS THAN 88 Beds.

This recommendation is consistent with the DuMuro Report and is based on the assumption of continued aggressive utilization of existing community based alternatives to detention PLUS aggressive development of additional alternatives to detention.

The enclosed paper discusses the Division's position on this recommendation.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER SI AROYS CRAGHEAD

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1992 JAN 15 PM 2:10

Meeting Date: JAN 21 1992

Agenda No.: _____

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Juvenile Justice Division - Proposed Capacity - New Detention Facility

BCC Informal 1-21-92 BCC Formal _____
(date) (date)

DEPARTMENT Human Services DIVISION Juvenile Justice

CONTACT Harold Ogburn TELEPHONE 248-3460

PERSON(S) MAKING PRESENTATION Harold Ogburn

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

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(If space is inadequate, please use other side)

SIGNATURES:

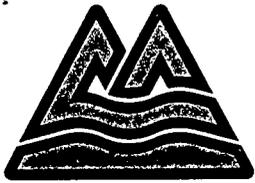
ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER Ardys Craghead

(All accompanying documents must have required signatures)

1992 JAN 14 AM 11:22
MULTIPLURAL COUNTY
OREGON
CLERK OF COUNTY COMMISSIONERS



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
JUVENILE JUSTICE DIVISION
1401 N.E. 68th
PORTLAND, OREGON 97213
(503) 248-3460

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
RICK BAUMAN • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MULTNOMAH COUNTY JUVENILE DETENTION FACILITY

CAPACITY REQUEST RATIONALE

January 14, 1992

MULTNOMAH COUNTY JUVENILE DETENTION FACILITY

CAPACITY REQUEST RATIONALE

RECOMMENDATION

The Multnomah County Juvenile Justice Division **recommends an 88 bed facility** consistent with the DeMuro report recommendations and architectural design plans previously submitted. This capacity includes 20 beds for the Assessment Intervention and Transition Program.

BACKGROUND

The Multnomah County Juvenile Justice Division currently operates its detention facility under the State's public policies of "downsizing" and some of the most restrictive Detention Admission Criteria in the nation. It has been widely recognized that the County is detaining only those youth absolutely needing secure custody.

The State is likely to increase its downsizing efforts in the future due to both a philosophical commitment to the effectiveness of community based treatment as well as shrinking financial resources brought on by Measure 5. There are currently no efforts underway in the statewide juvenile justice system to relax or further restrict detention admission criteria.

CURRENT BED CAPACITY

BOYS II	-	22
BOYS III	-	22
GIRLS	-	10
NEW BOYS UNIT	-	20
AITP	-	20
TOTAL POTENTIAL CURRENT CAPACITY	-	94
LESS REGIONAL BEDS	-	- 12
TOTAL MULTNOMAH COUNTY BED CAPACITY	-	82

CAPACITY ISSUES

After deducting regional beds from the total, a theoretical total of 82 beds exist in Multnomah County to accommodate all pre-adjudicatory needs as well as "judicially ordered" back up for juveniles who have violated their probation. **(Note that this analysis assumes full capacity for the new Boys' Unit.)**

Current utilization practice gives priority access to the pre-adjudicatory population resulting in only one or two beds available at all times to serve as a judicial back up for a daily probation population of between 800 - 1,000 juveniles. This includes back up for all youth placed in community alternatives.

The County's role as regional resource is also likely to increase. Multnomah County's juvenile population ages 15-19 has increased in recent years and is projected to grow by 5,000 children by the year 2,000. Portland State's Center for Population Research estimates that this projection is already low as a result of the 1990 Census and current data indicates that the County has already reached its "projected" 1995 population in most categories. As a result, the "official" projections are in the process of being revised upward. The neighboring counties of Clackamas and Washington are growing at an even faster rate than Multnomah County and are projected to continue present patterns.

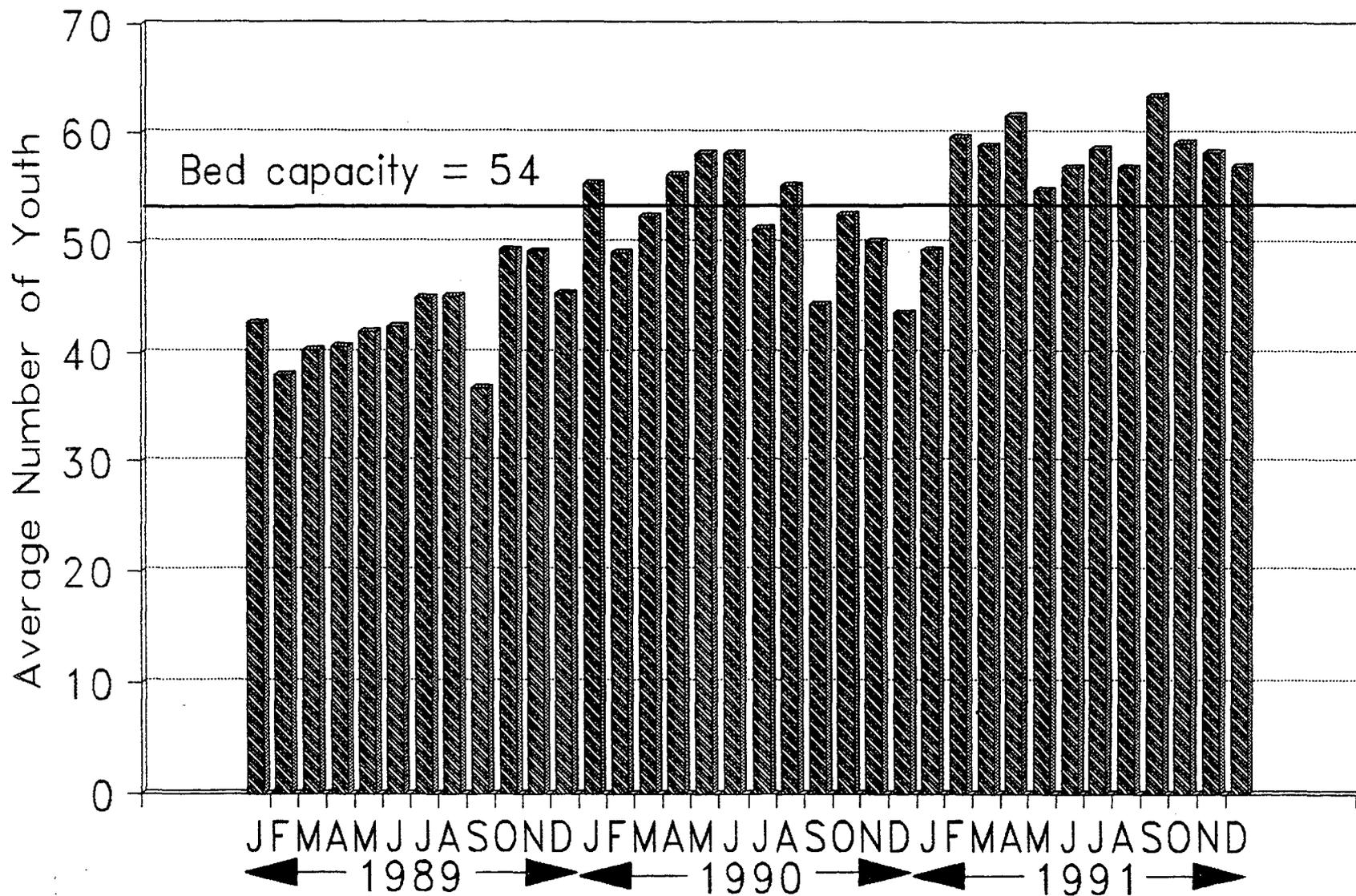
The Division has been committed to community based programming for a number of years. It practices an aggressive Diversion policy and has fully tapped existing community resources for a number of years. Additionally the Division has been aggressive in developing its own alternatives to both pre-adjudicatory and post-adjudicatory detention.

While the Division has been aggressive in its efforts to detain only the most appropriate juveniles, the Detention population has been steadily climbing over the last several years. During the last two years, the **average** monthly population has exceeded bed capacity in 16 separate months. During the last year, the **average** monthly population has exceeded capacity in all but one month. The following chart illustrates this problem.

Note: Since AITP is the new state funded program for youth who would otherwise be committed to the state training school, it is not included in the above figures. In fact, the presence of AITP probably decreases the number of youth held in regular detention.

Average Monthly Detention Population Boys II, III and Girls Units

Page 2A



DIVISION OPERATED ALTERNATIVES TO DETENTION

Below are descriptions and utilization information about the Division's own detention alternative programs. In addition to those described below, the Division actively utilizes Conditional Release, Release to Parent/Guardian/Relative, Contracts, Informal Dispositions, and other strategies when appropriate.

Close Supervision: This pre-adjudicatory program has served a total of 1,448 juveniles since 1989 with a daily average of 25.

Electronic Monitoring Program: This pre-adjudicatory program will serve up to 40 juveniles during an 8 month test period.

Detention Alternative Program: This post-adjudicatory program is a Community Service work crew designed as an alternative to sanctioning probation violators in detention. The program serves up to 13 youth per crew, 3 days a week plus an additional 12 on the weekend.

Probation Assistance Weekend: This post-adjudicatory program serves between 8 and 12 juveniles at a time and has served 80 youth since its inception.

Automatic Report: This is a post-adjudicatory program which requires chronic probation violators to appear weekly before a judge. This program provides opportunities for weekly successes and has been instrumental in reducing the demand for probation violation bed space.

COMMUNITY OPERATED ALTERNATIVES TO DETENTION

Community alternatives consist of a contracted 10 bed staff secure facility, a 4 bed foster home, a system of volunteer homes certified to provide short term emergency shelter care, and a variety of contracted shelter care services for children under custody of the State Children Services Division.

Community alternatives believe that they are turning away two youth for every three served. Many of these alternatives also have rigid criteria which screen out a number of difficult to place youth. Many programs will not take juvenile fire setters, sex offenders, or those who exhibit assaultive behavior.

UTILIZATION OF COMMUNITY ALTERNATIVES

Not only is the demand for community alternative services swelling beyond capacity, juveniles are increasingly difficult to place as they begin to fall outside the community's acceptable placement criteria. As previously reported, Children Services

UTILIZATION OF COMMUNITY ALTERNATIVES - continued

Division recently released a \$500,000 Request for Proposals for a 30 day Emergency Shelter for difficult to place youth. Not one single agency offered a bid. This is surprising in such a resource tight economy. The implication is that the community can not absorb any more of these children.

CONCLUSION

Besides utilizing its own alternatives to capacity, it is clear that the Division has also been taxing the community shelter care system to its limits. Children would not be held in Detention if home or some other suitable alternative were available. That there are children in Detention in the context of multiple Division operated and community operated alternatives means that there is no other suitable place. Existing detention population trends are unlikely to change soon since any additional community programming will simply relieve the stress on an already over utilized community based system.

The current shelter care system is thoroughly drained and providers are not seeking to expand their services to the more difficult youth. If not served by Detention, these children would create an unacceptable deluge in the community. **Again, it must be emphasized that the County is experiencing the reality of state downsizing and it must position itself well to adequately implement "community responsibility" as its own public policy. Community responsibility includes short term secure custody.**

A new facility must carry the County well into the next 20 years. The facility must not only meet today's detention needs but future needs as well. Assuming continuation of existing public policy, assuming modest population growth in this County and continued active growth in the two neighboring counties, and assuming on-going development and utilization of community alternatives, the Division can recommend no less than 88 beds.

The Division believes that its recommendation for 88 beds is an extremely **conservative estimate**. The recommendation represents a decrease from existing capacity if AITP and a fully funded third boys' unit are considered. The recommendation assumes continuation of existing community based alternatives to detention **and** aggressive development of new alternatives.

The recommendation is consistent with the DeMuro report which based its estimate on ideal capacity on the assumption that **all** of its other recommendations would also be implemented. While it is indeed unfortunate that any children must be held in secure custody, it is a reality if community responsibility is to be adequately fulfilled.

Meeting Date: JANUARY 21, 1992

Agenda No.: B-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: DONALD E. LONG DETENTION FACILITY BRIEFING

BCC Informal JANUARY 21, 1992 BCC Formal _____
(date) (date)

DEPARTMENT NONDEPARTMENTAL DIVISION CHAIR McCOY

CONTACT HANK MIGGINS TELEPHONE 248-3308

PERSON(S) MAKING PRESENTATION HANK MIGGINS, BILL FARVER, MAUREEN LEONARD

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 MINUTES

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

BRIEFING PURSUANT TO RESOLUTION 91-188 CONCERNING FUNDING OPTIONS FOR A NEW JUVENILE DETENTION FACILITY.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Melody McCoy

Or

DEPARTMENT MANAGER _____

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1992 JAN 16 PM 12:27

(All accompanying documents must have required signatures)

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF MULTNOMAH COUNTY

In the Matter of Building a) RESOLUTION
New Juvenile Facility and)
Establishing a Youth Action) 91-188
Plan for Multnomah County)

WHEREAS, Robyn A. et al. v. McCoy et al is a class action suit filed against Multnomah County alleging the existence of unconstitutional conditions at the Juvenile Detention Home, and

WHEREAS, the County Board referred a \$23 million bond issue to the voters in May, 1990, to construct a new juvenile facility. The bond was defeated. A major issue in the campaign was the lack of a Comprehensive Plan for Juveniles.

WHEREAS, the Board has received several reports relating to youth and delinquency in the past year. (e.g. the Child Abuse Task Force, the Child and Adolescent Mental Health Planning Group, the Service Plan for Displaced Youth, and the consultant's study on the juvenile home.)

WHEREAS, consultants Richard Gable and Paul DeMuro issued a Program Review of the Detention Facility and Practices in September, 1991. The report noted that there were needs to expand "the number and improve the accessibility of pretrial detention alternatives" and "the county's post-adjudicative alternatives for committed youth". The report concluded that:

In many ways, the County's need for a secure detention facility will be contingent on its commitment to alternative programs. Without a doubt, chronic and violent offenders will need to be held in secure care. However, a thoughtful commitment to alternative programs will both reduce the need for secure care beds and offer more of an opportunity for some of Portland's troubled youth. In this case, development of decent alternative programming makes good economic and programming sense.

WHEREAS, the recent efforts of the Portland Employment and Empowerment Coalition is evidence of strong community concern about the root causes of gang involvement and activity.

WHEREAS, the Children's Justice Steering Committee recommended that the county commit to construct a new juvenile facility and begin a planning process for the needs of youth.

WHEREAS, the need for a new juvenile home is symbolic of the lack of adequate services for children and young people,

THEREFORE BE IT RESOLVED, the Board of County Commissioners recognizes the need for a new juvenile facility to be an emergency. The Board does not want to fund extensive improvements to a building that must be abandoned soon.

THEREFORE BE IT FURTHER RESOLVED, that the Board commits to construct a new juvenile facility as quickly as possible. The Board will pursue regional funding from other jurisdictions proportionate to their use of the facility.

THEREFORE BE IT FURTHER RESOLVED, that the Board requests that the Chair schedule a briefing on the specific design of the facility within 30 days. Also, the Board requests that the Chair present a plan to the Board to fund the facility within 60 days.

THEREFORE BE IT FURTHER RESOLVED, that the Board will make the following emergency expenditures:

a. One time only repairs to meet Fire Marshal requirements, after Facilities Management has rediscussed these requirements given the commitment to build a new facility and to cap the existing facility.

b. Programming to adequately serve youth at the facility.

c. A partial third boys unit to operate between now and June 30, 1992.

THEREFORE BE IT FURTHER RESOLVED, that the Board will provide funding for appropriate community alternatives for juveniles as part of the Comprehensive Youth Action Plan. The Board will ask the Department to monitor and evaluate the success of that programming to help determine the final size of the new facility.

THEREFORE BE IT FURTHER RESOLVED, that the Board recognizes that a new facility does not address the inadequate prevention and intervention services for youth. The Board therefore requests that a Comprehensive Youth Action Plan be developed by a Task Force, with representatives from the following:

Juvenile Department	Youth Program Office
District Attorney's Office	Juvenile Court
Law Enforcement	Children's Services Division
Tri County Youth Consortium	Public Schools
Community Agencies serving youth - 2	
Children and Youth Services Commission	
Children's Justice Steering Committee	
Court Appointed Special Advocates	
Oregon Council on Crime and Delinquency	
Multnomah County Legal Aid or Juvenile Rights Project	

THEREFORE BE IT FURTHER RESOLVED, that appointments will be made in accordance with the Charter. The Planning Group will select its own chair. Staff will be provided by the Board of Commissioners, and other agencies as requested by the Chair.

THEREFORE BE IT FURTHER RESOLVED, that the Comprehensive Youth Action Plan Task Force will develop a strategy for dealing with preventing juvenile delinquency and intervening with children who are already delinquent.

THEREFORE, BE IT FURTHER RESOLVED, that the Task Force will consider the recommendations of the Child Abuse Task Force, Child and Adolescent Mental Health Planning Group, Service Plan for Displaced Youth, and the consultant's report.

THEREFORE BE IT FURTHER RESOLVED, that the goal of this Plan is a reduction of delinquency through early intervention in the lives of predelinquent youth and reintegration of delinquent youth into productive lives in the community. In pursuit of that goal, the Plan should include recommendations designed meet the objectives outlined in Appendix A.

THEREFORE BE IT FURTHER RESOLVED, that the Committee will report to the Board by March 15, 1992. The Board commits to reviewing and adopting a plan and funding it during its 1992-3 budget process.

ADOPTED THIS 12th DAY OF DECEMBER, 1991

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy, Chair



Laurence Kressel
Laurence Kressel, County Counsel
By H. H. Lazenby, Jr.

APPENDIX A

Protect the public by targeting beds at the Home to those who pose the greatest public safety risk

Increase effectiveness of probation by developing a progressive series of sanctions as a consequence for violations of standards

Increase the accountability of youth by providing a continuum of services between the Youth Services Center and the Juvenile Home.

Strive for greater public safety and youth accountability, by building upon the skill based competency program and including services such as job readiness skills, mental health, health, alcohol and drug treatment, and appropriate living arrangements.

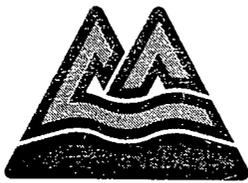
Target resources to youth who now occupy space at the Home because of a lack of appropriate alternative sanctions - e.g. dependency cases, children in need of shelter care.

Target resources to young sex offenders and victims of child abuse, who may become delinquent without treatment.

Provide services attuned to cultural differences and diverse youth populations

Expand community prevention efforts aimed at keeping youth out of gangs.

Seek a balance between prevention services which seek to assist younger children who will likely be delinquent if assistance is not provided and intervention services directed at youth already involved in delinquent activities



MULTNOMAH COUNTY OREGON

GLADYS MCCOY
COUNTY CHAIR

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FINANCE
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MEMORANDUM

TO: Board of County Commissioners

FROM: Hank Miggins 
Board Staff
Dave Warren *DCW*
Dave Boyer *DB*

DATE: January 16, 1992

SUBJECT: JDH Financing

SUMMARY

On December 10, 1991 you requested us to explore alternative financing methods to replace the Donald E. Long Home.

Three methods are available:

- General Obligation Bonds
- Revenue Bonds
- Certificates of Participation

Because of the current low interest rates, there is no overriding financial advantage of one method over the other. The difference in annual cost between General Obligation Bonds (the least expensive method) and Certificates of Participation (the most expensive) would be about \$36,000 per year on a \$20 million issue, and \$54,000 per year on a \$30 million issue.

A more detailed comparison of the financing methods follows, but what seem to us the most important advantages and disadvantages are:

General Obligations Bonds

Advantages - least expensive option; will not require any payments from current revenue stream because they have their own taxing source.

Disadvantages - require voter approval; long timeline for process.

Revenue Bonds

Advantages - do not require voter approval.

Disadvantages - require additional, new, revenue source tied to the facility.

We believe Revenue Bonds may not be appropriate to finance this building. The requirements to establish a clear tie between the revenue source and the constructed facility will be difficult to meet.

Certificates of Participation

Advantages - do not require voter approval; short timeline.

Disadvantages - most expensive option; requires payments from current revenue stream.

COMPARISON OF FINANCING METHODS

The following is a brief analysis of the three options.

<u>Description</u>	<u>Certificates of Participation</u>	<u>GO Bonds</u>	<u>Revenue Bonds</u>
Authority	ORS/County Charter Executive Order 196	ORS	ORS/County Charter
Potential Issue Size	\$58,000,000 ⁽¹⁾	Amount authorized by vote	Depends on project and revenue stream
Voter Approval	No	Yes	No
Maximum No. of Years	20	30	20
Security	Purchased asset	Taxing authority	Revenue stream
Risk to Investors	Highest	Lowest	Middle
Moody's Rating	A1	AA1	AA (est.)
Limited by Measure 5	No	No	No

(1) Amount subject to change depending on outstanding issue amounts and General Fund revenue. This estimate is based on 1992-93 General Fund Revenues of \$145,000,000.

Financing can be used for the following:

1. Land purchasing and land improvements.
2. Building purchase or building renovation.
3. Architectural fees relating to building.
4. Infrastructure, telephone and computer lines.
5. Furniture and equipment.
6. Permits and licenses required by project.
7. Cost of issuance.
8. Reserve requirements (approximately 10 percent of issue size).

Financing cannot be used for the following:

1. Leases without option to purchase.
2. Moving costs or displacement costs.
3. Operational costs.
4. Material and services used in operations.

General Obligation Bonds

General Obligation Bonds are bonds secured by the full faith and credit of the issuing government and repaid by property taxes levied against the property within the boundaries of the issuing jurisdiction. Multnomah County can issue General Obligation Bonds only with voter approval. General Obligation Bonds are not affected by property tax limits resulting from measure 5.

<u>Issue Size</u>	<u>Estimated Interest Rates (1)</u>	<u>Annual Interest and Principal Payment</u>
\$ 20,000,000	3.75% to 6.30%	\$ 1,744,000
25,000,000	3.75% to 6.30%	2,180,000
30,000,000	3.75% to 6.30%	2,616,000

(1) Bonds maturing in year one carry the lowest rate, bonds maturing in year 20 carry the highest rate.

- Advantages -
- Not limited by measure 5.
 - Debt payments made from additional, dedicated, tax revenue.
 - Lowest interest rate among options.
 - No impact on 5% Cap Limitation based on General Fund revenue.

- Disadvantages -
- Require voter approval - outcome uncertain.
 - Electoral process requires long timeline before revenue becomes available (see attached timeline).
 - Additional revenue would require additional bond election, makes phase in difficult.

Revenue Bonds:

To issue revenue bonds, the County has to have an established revenue source that is dedicated for the retirement of the debt. In order to sell these types of bonds we must have data on the revenue source establishing past history or future trends that indicate the revenue is sufficient to meet the debt schedule requirements and the revenue must be dedicated and separated into its own fund. The rating agency(Moody's)/underwriters will probably consider the revenue source "sufficient" if it covers 120% of the annual cost of bond principal and interest payments. If the revenue source will be generated by a new fee or tax, the ordinance enacting the fee or tax must be in place before issuing the bonds; any initiative/referendum period must be past and the fees or taxes must be outside of measure 5 limitation. Property taxes cannot be pledged to secure the debt.

<u>Issue Size</u>	<u>Estimated Interest Rates (1)</u>	<u>Annual Interest and Principal Payment</u>
\$20,000,000	3.8% to 6.55%	\$ 1,764,000
25,000,000	3.8% to 6.55%	2,205,000
30,000,000	3.8% to 6.55%	2,646,000

(1) Bonds maturing in year one carry the lowest rate, bonds maturing in year 20 carry the highest rate.

- Advantages -
- Voter approval not required.
 - Not limited by measure 5.
 - Lower interest rate than COP's but higher interest rate than GO Bonds.
 - Additional bonds may be issued at a later date if revenue can support the debt payment schedule. Would allow for phase in.

- Disadvantages -
- Possibly take revenues from General Fund that could be used for programs.
 - Fee or tax imposed to support debt schedule must not be considered a "property tax" under measure 5.
 - Fee or tax may be referred to voter which would require the County to wait past the referendum period before issuing debt.
 - If new revenue source, Moody's and investors would have to be convinced of stable revenue source.

Certificates of Participation

Certificates of Participation are financial instruments issued on behalf of Multnomah County by a third party. They are secured by the property or equipment purchased with the proceeds from sale of the certificates. Title to the property or equipment passes to the County when the certificates are retired, therefore, the property cannot be used as security for more than one issue of Certificates at any time.

By order of the Chair, there is a cap on the total lease/purchase amount paid per year of 5% of the General Fund. After accounting for existing Certificates of Participation, the maximum available issue in 1992-93 (assuming low interest rates continue) will be \$58,000,000. The 5% cap was established in July 1988. In establishing the cap, Finance used a percentage that was fiscally responsible but very conservative and Dave Boyer feels that if the cap was raised to 7% there would be no impact on the County's ratings for Certificates of Participation.

<u>Issue Size</u>	<u>Estimated Interest Rates (1)</u>	<u>Annual Interest and Principal Payment</u>
\$ 20,000,000	3.90% to 6.55%	\$ 1,780,000
25,000,000	3.90% to 6.55%	2,225,000
30,000,000	3.90% to 6.55%	2,670,000

(1) Bonds maturing in year one carry the lowest rate, bonds maturing in year 20 carry the highest rate.

- Advantages -
- Funds become available quickly, only Board action is required.
- Disadvantages -
- Debt payments made from General Fund at cost of potential ongoing programs or wage settlements.
 - Highest interest rates among options.
 - Reduce amount available within 5% Cap Limitation based on General Fund revenue.
 - Additional certificates cannot be issued later secured by same property, make phase in difficult.

2123F/DAB/ts

cc: Patricia Shaw

GENERAL OBLIGATION BOND ISSUE

SCHEDULING OPTIONS FOR 1992 ELECTIONS

NOTE: A General Obligation Bond Sale has not occurred at Multnomah County since 1956 (Morrison Bridge). While most of the following timelines are statute-driven, some (like the bond sale and construction-related dates) are very optimistic.

<u>Task</u>	<u>1992 Election Dates</u>				
	<u>Mar 24</u> <u>Special</u>	<u>May 19</u> <u>Primary</u>	<u>June 30</u> <u>Special</u>	<u>Sept 15</u> <u>Special</u>	<u>Nov 3</u> <u>General</u>
BCC calls for public hearing (Resolution/ Ballot Title drafted by Co. Counsel)	Dec 19 1991	Feb 13	Apr 23	Jun 25	Jul 30
Detailed Budget Prepared (Budget Div, Finance Div, Library, Fac.Mgmt.)	Dec 1991	Feb	Mar	Jun	Aug
First Published notice (Bd. Clerk)	Dec 26 1991	Feb 20	Apr 30	Jul 2	Aug 6
Second Published notice (Bd. Clerk)	Jan 2	Feb 27	May 7	Jul 9	Aug 13

<u>Task</u>	1992 Election Dates				
	<u>Mar 24</u> <u>Special</u>	<u>May 19</u> <u>Primary</u>	<u>June 30</u> <u>Special</u>	<u>Sept 15</u> <u>Special</u>	<u>Nov 3</u> <u>General</u>
Resolution Submitting Question To Voters Prepared (Co. Counsel)	Jan 2	Mar 5	May 14	Jul 16	Aug 20
Public Hearing on Resol. (BCC)	Jan 9	Mar 5	May 14	Jul 16	Aug 20
<u>IF BCC APPROVES:</u>					
Ballot Filing Deadline for State Voter's Pamphlet (Bd. Clerk)	N/A	Feb 24	N/A	N/A	Aug 10
Request Extension of Filing Date from Tax Supe (Budget Div)	N/A	N/A	May 1	Jul 1	N/A
Ballot Filing Deadline (Bd. Clerk)	Jan 23	Mar 19	May 27	July 30	Sept 3
Notify Tax Supervising of Proposed Election (Budget Div)	Jan 28	Mar 24	May 27	Jul 30	Sept 8
Conduct Election Campaign (library campaign committee)	Jan 9 - Mar 23	Mar 5 - May 18	May 14 - Jun 29	Jul 16 - Sept 14	Aug 20 - Nov 2

<u>Task</u>	1992 Election Dates				
	<u>Mar 24</u> <u>Special</u>	<u>May 19</u> <u>Primary</u>	<u>June 30</u> <u>Special</u>	<u>Sept 15</u> <u>Special</u>	<u>Nov 3</u> <u>General</u>
Tax Supe. Holds Hearings (Budget, Library, Fac. Mgmt.)	Jan 28 - Mar 24	Mar 24 - May 19	May 14 - Jun 30	Jul 16 - Sept 15	Sept 8 - Nov 5
Election	Mar 24	May 19	Jun 30	Sep 15	Nov 3
<u>IF VOTERS</u> <u>APPROVE:</u>					
Construction Projects Out to Bid & Bid Awarded (Purchasing, Library, Fac. Mgmt.)	May	July	Aug	Nov	Jan 93
Prepare Resolution for Issuing Bonds (Co. Counsel)	Mar 25	May 20	Jul 1	Sept 16	Nov 4
Vote on Resolution (BCC)	Apr 2	May 28	Jul 9	Sept 17	Nov 12
Conduct Bond Anticipation Note (BAN) or Bond Sale (Finance Div, Underwriters, Bond Counsel)	June	Aug	Sept	Dec	Feb 93
Construction Begins	June	Aug	Sept	Dec	Feb 93