

ANNOTATED MINUTES

*Tuesday, September 10, 1991 - 9:30 AM
Multnomah County Courthouse, Room 602*

BOARD BRIEFING

- B-1 Annual Report of the Portland/Multnomah Commission on Aging. Presented by Becky Wehrli and PMCoA Members.*

**BECKY WEHRLI, RUTH CURRIE, BERNIE MEDINA,
GWEN HARRISON AND MARILYN HOTH
PRESENTATION AND RESPONSE TO BOARD
QUESTIONS.**

*Tuesday, September 10, 1991 - 10:00 AM
Multnomah County Courthouse, Room 602*

AGENDA REVIEW

- B-2 Review of Agenda for Regular Meeting of September 12, 1991.*

- R-1 STAFF SUGGESTED THAT BOARD AMEND
ORDINANCE 676 TO ALLOW SHERIFF TO USE HIS
DISCRETION WHEN TRANSFERRING FORFEITED
PROPERTY VALUED AT \$500 OR LESS TO OTHER
GOVERNMENTAL AGENCIES.**
- R-2 BOARD RECOMMENDED THAT POLICIES BE
DEVELOPED TO INSURE THAT LAND SALE
CONTRACTS ARE PAID IN A TIMELY FASHION AND
THE PROPERTIES ADEQUATELY MAINTAINED.**
- R-4 FRED NEAL REMINDED BOARD MEMBERS THEY
VOLUNTEERED TO PARTICIPATE AT THE OREGON
CONVENTION CENTER ON SUNDAY, SEPTEMBER 22,
1991 DURING THE GOVERNOR'S "CONVERSATION
WITH OREGON".**
- R-6 COMMISSIONER HANSEN EXPLAINED HIS PROPOSED
ORDINANCE IS AN ADDITIONAL TOOL TO BALANCE
THE BUDGET. VICE-CHAIR BAUMAN ADVISED HE
WOULD PREFER A HIRING FREEZE VESTING
INDIVIDUAL EXEMPTION DECISIONS WITH THE
CHAIR VERSUS DEPARTMENTS HAVING TO GO TO
THE BOARD EACH TIME. CHAIR McCOY ADVISED**

SHE WOULD NOT SUPPORT THE ORDINANCE BUT WOULD DEVELOP AN EXECUTIVE ORDER AT THE BOARD'S DIRECTION.

R-7

BASED ON PREVIOUS DISCUSSION AND DIRECTION, STAFF PREPARED AND SUBMITTED 61 BUDGET MODIFICATIONS REDUCING THE GENERAL FUND BUDGET BY \$8,700,000. STAFF ADVISED APPROXIMATELY \$300,000 IN ADDITIONAL CHANGES WILL REQUIRE SUPPLEMENTAL BUDGET ACTION IN THE NEAR FUTURE. STAFF RESPONDED TO SPECIFIC BOARD QUESTIONS. COMMISSIONER KELLEY EXPLAINED SHE CONTINUES TO OPPOSE ACROSS THE BOARD CUTS AND SUBMITTED A PROPOSED BUDGET RESTORING SOME PUBLIC SAFETY AND HUMAN SERVICES FUNDS. COMMISSIONER HANSEN ADVISED HE SUPPORTS LOOKING INTO ALTERNATE REVENUE SOURCES BEFORE MAKING ACROSS THE BOARD CUTS.

*Thursday, September 12, 1991 - 8:45 AM
Multnomah County Courthouse, Room 602*

EXECUTIVE SESSION

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

BOARD CONSENSUS REACHED. STAFF TO SCHEDULE FOLLOW UP EXECUTIVE SESSION.

*Thursday, September 12, 1991 - 9:30 AM
Multnomah County Courthouse, Room 602*

REGULAR MEETING

Chair Gladys McCoy convened the meeting at 9:50 a.m., with Vice-Chair Rick Bauman, Commissioners Pauline Anderson, Sharron Kelley and Gary Hansen present.

CONSENT CALENDAR

FOLLOWING DISCUSSION WITH CHAIR McCOY AND UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER ANDERSON, CONSENT CALENDAR ITEMS C-1 THROUGH C-9 WERE

UNANIMOUSLY APPROVED.

JUSTICE SERVICES

SHERIFF'S OFFICE

- C-1 *Ratification of an Intergovernmental Agreement Between the State of Oregon and Multnomah County Providing Access and Use of the Oregon Law Enforcement Data System, National Crime Information Center and Other Systems for the Period July 1, 1991 Through June 30, 1993*

DEPARTMENT OF HUMAN SERVICES

- C-2 *Ratification of an Intergovernmental Agreement Between Multnomah County and Barlow-Gresham Union High School District Number U2-20 JT Providing School Mental Health Services for Youths in the Barlow-Gresham Union High School District for the Period September 1, 1991 Through June 30, 1992*
- C-3 *Ratification of an Intergovernmental Agreement Between Multnomah County and David Douglas School District Number 40 Providing School Mental Health Services for Youths in the David Douglas School District for the Period September 1, 1991 Through June 30, 1992*
- C-4 *Ratification of an Intergovernmental Agreement Between Multnomah County and Gresham Grade School District Number 4 Providing School Mental Health Services for Youths in Dexter McCarty Middle School for the Period September 1, 1991 Through June 30, 1992*
- C-5 *Ratification of an Intergovernmental Agreement Between Multnomah County and Gresham Grade School District Number 4 Providing School Mental Health Services for Youths in East Gresham Grade School for the Period September 1, 1991 Through June 30, 1992*
- C-6 *Ratification of an Intergovernmental Agreement Between Multnomah County and Gresham Grade School District Number 4 Providing School Mental Health Services for Youths in Gordon Russell Middle School for the Period September 1, 1991 Through June 30, 1992*
- C-7 *Ratification of an Intergovernmental Agreement Between Multnomah County and Parkrose School District Number 3 Providing School Mental Health Services for Youths in the Parkrose School District for the Period September 1, 1991 Through June 30, 1992*

NON-DEPARTMENTAL

- C-8 *In the Matter of the Appointment of Judy Boyer to the Bi-Centennial Commission for a Term to Expire December 31, 1991*

- C-9 *In the Matter of the Reappointment of Joseph Labadie and the Appointments of Hazel Hays and Oliver Norville to the Board of Equalization*

REGULAR AGENDA

NON-DEPARTMENTAL

- C-10 *In the Matter of the Appointment of James Moore to the Community Action Commission for a Term to Expire September, 1993*

CHAIR McCOY EXPLAINED THAT C-10 SHOULD NOT HAVE BEEN PLACED ON THE CONSENT CALENDAR BECAUSE MR. MOORE WAS SELECTED TO BE THE CHAIR'S REPRESENTATIVE ON THE COMMUNITY ACTION COMMISSION AND IT IS NOT A BOARD APPOINTMENT. UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER KELLEY, C-10 WAS UNANIMOUSLY TABLED.

JUSTICE SERVICES

SHERIFF'S OFFICE

- R-1 *RESOLUTION in the Matter of the Transfer of Certain Forfeited Property to Orient Elementary Grade School (From August 29, 1991)*

UPON MOTION OF COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER KELLEY, RESOLUTION 91-132 WAS UNANIMOUSLY APPROVED.

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-2 *ORDER in the Matter of Cancellation of Land Sale Contract 15380 Between Multnomah County, Oregon and William James Upon Default of Payments and Performance of Covenants*

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER ANDERSON, ORDER 91-133 WAS UNANIMOUSLY APPROVED.

- R-3 *Budget Modification DES #7 Authorizing Deletion of the Transportation Planning/Operations Supervisor Position and Creation of an Administrative Services Officer Position Within the Transportation Division*

UPON MOTION OF COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER KELLEY, R-3 WAS UNANIMOUSLY APPROVED.

NON-DEPARTMENTAL

- R-4 *Budget Modification NOND #3 Authorizing One-Time Payment to the Association of Oregon Counties to Provide Support for the Revenue Alternatives Project*

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, R-4 WAS UNANIMOUSLY APPROVED.

- R-5 *First Reading of an ORDINANCE Amending MCC 2.30.640(G), Relating to Membership and Operation of the Citizen Budget Advisory Committees*

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER KELLEY MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF THE FIRST READING. NO ONE WISHED TO TESTIFY. FIRST READING UNANIMOUSLY APPROVED. SECOND READING SCHEDULED FOR THURSDAY, SEPTEMBER 19, 1991.

- R-7 *Budget Modifications to Reduce Expenditures or Increase Other Revenues to Offset Revenues Lower Than Budgeted and to Balance the 1991-92 Budget*

COMMISSIONER BAUMAN MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF R-7. DEBORAH WOOD, KATHY OLIVER, PENELOPE LEIMERT, CHUCK CURRIE, PATRICK DONALDSON, MATTHEW WITT, ARLENE COLLINS, WINNIE FRANCIS, ROBB SIMONS, RUSS FARRELL, SUSAN MUZZARELLI AND MANNY DIZON TESTIMONY AND RESPONSE TO BOARD QUESTIONS. BOARD COMMENTS. 61 BUDGET MODIFICATIONS REDUCING THE GENERAL FUND BUDGET BY \$8,700,000 APPROVED, WITH COMMISSIONERS ANDERSON, BAUMAN AND McCOY VOTING AYE, AND COMMISSIONERS KELLEY AND HANSEN VOTING NO. COMMISSIONER ANDERSON REPORTED SHE WILL SUBMIT BUDGET MODIFICATIONS RESTORING CERTAIN SERVICES FOR BOARD CONSIDERATION NEXT WEEK.

- R-6 *First Reading and Possible Adoption of an ORDINANCE Establishing a Selective Hiring Freeze and Procedures to Govern Hiring for General Fund Supported Positions and Declaring an Emergency*

PROPOSED ORDINANCE READ BY TITLE ONLY.

**COPIES AVAILABLE. NO ONE WISHED TO TESTIFY.
UPON MOTION OF COMMISSIONER HANSEN,
SECONDED BY COMMISSIONER BAUMAN, R-6 WAS
UNANIMOUSLY TABLED .**

There being no further business, the meeting was adjourned at 10:50 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

SUPPLEMENTAL AGENDA

Thursday, September 12, 1991 - 8:45 AM

Multnomah County Courthouse, Room 602

EXECUTIVE SESSION

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

0104C/44/dr



CONTRACT APPROVAL FORM (See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 800402

Amendment # _____

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$10,000	<input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Intergovernmental Agreement <div style="text-align: center;"> RATIFIED Multnomah County Board of Commissioners <u>C-1 September 12, 1991</u> </div>

RETURN TO: Larry Aab 313/225

Contact Person Lt. Clyde Stites

Phone 251-2424

Date 08/15/91

Department Sheriff's Office

Division Civil

Bldg/Room Hanson Bldg.

Description of Contract Renewal of required agreement with the Oregon Law Enforcement

Data Services for use of the state wide system.

RFP/BID # _____

Date of RFP/BID _____

Exemption Exp. Date _____

ORS/AR # _____

Contractor is

☐ MBE

☐ WBE

☐ QRF

Contractor Name OLEDs

Mailing Address 155 Cottage, NE

Salem, Or 97310

Phone 378-5565

Employer ID # or SS # _____

Effective Date July 1, 1991

Termination Date June 30, 1993

Original Contract Amount \$ DNA

Amount of Amendment \$ DNA

Total Amount of Agreement \$ DNA

Payment Term

☐ Lump Sum \$ _____

☐ Monthly \$ _____

☐ Other \$ _____

☐ Requirements contract - Requisition required.

Purchase Order No. _____

☐ Requirements Not to Exceed \$ _____

REQUIRED SIGNATURES:

Department Manager [Signature]

Purchasing Director _____

(Class II Contracts Only)

County Counsel [Signature]

County Chair/Sheriff [Signature]

Date _____

Date _____

Date 8-29-91

Date _____

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND	
01.												
02.												
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

INSTRUCTIONS FOR COMPLETING CONTRACT APPROVAL FORM

1. **CLASS I, CLASS II, CLASS III** - Check off appropriate class of contract in one of the three columns on the top of the form.
2. **CONTRACT #** - To be issued by designated person in each Division or call Purchasing to get a number.
3. **AMENDMENT #** - Sequential numbering to original contract as changes are made and approved.
4. **DESCRIPTION OF CONTRACT** - Summary of product purchased or services to be performed. Note if an amendment or extension.
5. **RFP/BID #** - Enter number if contract is a result of RFP/Bid selection process.
6. **DATE RFP/BID** - Enter date of RFP/Bid public opening.
7. **EXEMPTION EXPIRATION DATE** - Enter exemption expiration date from competitive bidding granted by BCC or the Chair.
8. **ORS/AR#** - Refer to Oregon Revised Statutes and/or Administrative Rule #, when applicable.
9. **CONTRACTOR IS MBE, WBE, QRF** - Check appropriate box if contractor is certified as an MBE, WBE, or QRF (Qualified Rehabilitation Facility).
10. **CONTRACTOR NAME, MAILING ADDRESS, PHONE** - Enter current information.
11. **EMPLOYEE ID# OR SS#** - Enter employee federal ID# or Social Security # if contractor is an individual.
12. **EFFECTIVE DATE** - Date stated on contract to begin services.
13. **TERMINATION DATE** - Date stated on contract to terminate services.
14. **ORIGINAL CONTRACT AMOUNT** - Enter amount of original contract.
15. **AMOUNT OF AMENDMENT** - Enter amendment or change order amount only, if applicable.
16. **TOTAL AMOUNT OF AGREEMENT** - Enter original amount of contract. If this is an amendment or change order, please include original amount and amended amount.
17. **PAYMENT TERMS** - Designate payment terms by checking appropriate box and entering dollar amount.
18. **REQUIREMENTS CONTRACT - Requisition Required** - Check this box to note that a purchase order will be issued to initiate payment.
19. **PURCHASE ORDER #** - Enter number of purchase order to be issued. If number is not known, enter "PO will be issued."
20. **REQUIREMENTS NOT TO EXCEED** - List the estimated dollar amount of requirements contracts.
21. **REQUIRED SIGNATURES** - To be completed as approved. Purchasing Director needs to sign all Class II contracts only.
22. **ACCOUNT CODE STRUCTURE** - Enter account code structure for the type of agreement; i.e., expense or revenue.
23. **LGFS DESCRIPTION** - Abbreviated description for Data Entry purposes.
24. **AMOUNT** - If total dollar amount is being split among different account numbers, indicate dollar amounts here.

ORIGINAL

Meeting Date: SEP 12 1991

Agenda No.: C-1

(Above space for Clerk's Office Use)

800402

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

IGA with the Executive Dept., Criminal Justice Services Div.,
SUBJECT: Law Enforcement Data System of the State of Oregon (LEDS)

AGENDA REVIEW/
BOARD BRIEFING

(date)

REGULAR MEETING September 12, 1991

(date)

DEPARTMENT Sheriff's Office

DIVISION Civil

CONTACT Mgr of Management &
Larry Aab-Fiscal Services

TELEPHONE 251-2489

PERSON(S) MAKING PRESENTATION Robert G. Skipper
(Sheriff)

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ RATIFIED
~~APPROVED~~

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):

This renewal is for the required agreement with the Oregon Law Enforcement Data
Services for use of the state wide system.

NOTE: PLACE ON CONSENT CALANDER - RENEWAL

9/16/91 originals to Larry Aab

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Robert G. Skipper
(Sheriff)

Or

DEPARTMENT MANAGER _____

(All accompanying documents must have required signatures)

CLERK OF
SHERIFF'S OFFICE
MULTNOMAH COUNTY
OREGON
1991 SEP -3 AM 11:43



CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 800402

Amendment # _____

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$10,000	<input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Intergovernmental Agreement <div style="text-align: center;"> RATIFIED Multnomah County Board of Commissioners C-1 September 12, 1991 </div>

RETURN TO: Larry Aab 313/225
 Contact Person Lt. Clyde Stites Phone 251-2424 Date 08/15/91

Department Sheriff's Office Division Civil Bldg/Room Hanson Bldg.

Description of Contract Renewal of required agreement with the Oregon Law Enforcement
Data Services for use of the state wide system.

RFP/BID # _____ Date of RFP/BID _____ Exemption Exp. Date _____

ORS/AR # _____ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name OLEDs
 Mailing Address 155 Cottage, NE
Salem, Or 97310
 Phone 378-5565
 Employer ID # or SS # _____
 Effective Date July 1, 1991
 Termination Date June 30, 1993
 Original Contract Amount \$ DNA
 Amount of Amendment \$ DNA
 Total Amount of Agreement \$ DNA

Payment Term
☐ Lump Sum \$ _____
☐ Monthly \$ _____
☐ Other \$ _____
☐ Requirements contract - Requisition required.
 Purchase Order No. _____
☐ Requirements Not to Exceed \$ _____

REQUIRED SIGNATURES:

Department Manager R. Brumson (ZLI)
 Purchasing Director _____
 (Class II Contracts Only)
 County Counsel Sandra Duff
 County Chair/Sheriff _____

Date _____
 Date _____
 Date 8-29-91
 Date _____

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT	\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.											
02.											
03.											

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING CANARY - INITIATOR PINK - CLERK OF THE BOARD GREEN - FINANCE

LAW ENFORCEMENT DATA SYSTEM

USER AGREEMENT

ORIGINAL

I. PARTIES TO THE AGREEMENT.

The parties to this Agreement are:

- (1) The Executive Department, Criminal Justice Services Division, Law Enforcement Data System of the State of Oregon (hereinafter called LEDS); and
- (2) Multnomah County Sheriff's Office
(hereinafter called the User Agency).

II. PURPOSE OF THE AGREEMENT.

The purpose of this Agreement is to ensure that the User Agency understands and agrees to adhere to the rules, policies and procedures for use of the Oregon Law Enforcement Data System (LEDS), the National Crime Information Center (NCIC) and other systems accessed via LEDS. NCIC policy requires that such an agreement be in effect between a State system and any user agency with access to NCIC. This requirement is also included in LEDS Administrative Rules.

III. COMPLIANCE AUDITS.

From time to time LEDS will audit the user agency for compliance with this Agreement.

The User Agency agrees to make available, to LEDS and to NCIC, all those facilities, files, data and other records reasonably necessary and pertinent to the conduct of any audit scheduled or requested by LEDS or NCIC. The User Agency shall also cooperate fully, and ensure the full cooperation of its officers, employees and agents, in the conduct of any audit. Such cooperation shall include the User Agency's officers, agents and employees responding to questionnaires and to interviews if requested by LEDS or by NCIC.

The User Agency shall bear its own costs and expenses sustained by it in cooperating in any audit.

IV. INCORPORATED DOCUMENTS.

The following documents are incorporated into this Agreement by reference. The User Agency agrees to adhere to the rules, policies and procedures specified in these two documents.

A. Oregon Administrative Rules (OAR 107-50-000 through OAR 107-50-050), governing use of the Law Enforcement Data System.

B. The LEDS Operating Manual

ORIGINAL

V. TIMELINESS OF RECORD ENTRY.

The User Agency agrees to enter records into LEDS and NCIC promptly, to ensure maximum system effectiveness.

Timeliness for various files is defined below.

- A. Wanted Persons: A timely entry in the wanted person files means entry made immediately after the decision to arrest or to authorize arrest has been made, and after the decision has been made as to whether and how far to go for extradition.
- B. Vehicles, Boats, Parts, License Plates: Timely entry of stolen or felony motor vehicles, boats, parts and license plates means entry made immediately upon receipt and verification of the information with the victim or other responsible party and with the appropriate motor vehicle or boat registration agency, if possible.
- C. Guns, Articles, Securities: Timely entry of stolen guns, articles or securities means entry within no more than twenty-four (24) hours of the time when complete information is available.
- D. Missing Persons, Unidentified Persons, Persons of Interest and Restraining Orders: Timely entry of missing persons, unidentified persons, persons of interest and restraining orders means entry immediately after the decision has been made that the record qualifies for entry.

VI. TIMELINESS OF RECORD REMOVAL.

The User Agency agrees to remove its records in a timely manner. Timely removal of a record from file means an immediate removal once a fugitive has been arrested or is no longer wanted, or when an item of property has been recovered, or when a missing person has been located, etc.

VII. TIMELINESS OF INQUIRY.

The User Agency recognizes that the timeliness of system inquiries is important for the promotion of justice and the safety of law enforcement officers and the public. Timeliness of inquiry means initiation of the inquiry before a

police officer begins writing an arrest or citation document of any kind, inquiry prior to the release of a person who has been incarcerated, inquiry upon those who appear at a custodial facility to visit inmates, etc.

ORIGINAL

VIII. RECORD VALIDATION.

The User Agency agrees to regularly validate and confirm that records it has entered into LEDS and NCIC are complete, accurate and still outstanding or active, following the procedures specified in the LEDS Operating Manual.

IX. COMPLETENESS AND ACCURACY.

The User Agency agrees to maintain its records in LEDS and NCIC in a complete and accurate status, and to use all appropriate information available when making system inquiries.

Complete entries include all applicable information that is available about the person or property at the time of entry. The validation process should include a review of whether additional information has become available which should be added to the original entry.

Complete inquiries include all available identifying numbers (social security, passport, driver's license number, VIN, license plate, serial numbers, owner applied numbers, etc.) as well as all known names and alias names used by a suspect.

NCIC policy regarding accuracy of records entered into NCIC requires that entries be double-checked by a second party. Examples of such verification include assuring that appropriate cross-checks (VIN/License numbers, name/drivers license numbers, etc.) were made, and that data in the record matches the data in the investigative report or other source document.

A record in LEDS or NCIC files must be modified or removed promptly upon finding that information in the record is incorrect or invalid.

X. TEN-MINUTE HIT CONFIRMATION.

The User Agency agrees to adhere to the ten-minute hit confirmation policy.

LEDS and NCIC policies require that the originating agency of a record, or a designated alternate agency, be available twenty-four (24) hours a day to confirm inquiry "hits." Upon receipt of a hit confirmation request from another agency, the originating agency or its designated alternate must, within ten (10) minutes, furnish to the requesting agency a

substantive response. A substantive response means a positive or negative confirmation or notice of the specific amount of time necessary to confirm the status of the record.

XI. LEGAL RESPONSIBILITIES FOR RECORD ENTRIES AND INFORMATION ACCESS AND DISSEMINATION.

ORIGINAL

The User Agency agrees that it shall be legally responsible, as between LEDS and other user agencies and the User Agency, for the accuracy and completeness of its records in LEDS and NCIC, the timeliness of entry and removal of records from the system, and for adhering to system security and information access and dissemination requirements. This paragraph pertains only to the relative rights and responsibilities of LEDS and user agencies and does not constitute an undertaking of any duties with respect to third parties.

XII. STANDARDS AND SANCTIONS.

The User Agency agrees to establish and maintain security standards, audit standards and personnel training standards adequate to ensure system security and the accuracy, completeness and timeliness of entries consistent with this Agreement and the standards established in the incorporated documents (Part IV).

The User Agency shall comply promptly with all directives of NCIC or LEDS regarding actions designed to assure compliance by the User Agency with the standards referenced in this part.

LEDS shall have the discretion to require the User Agency's compliance with the standards by taking such action as the circumstances of non-compliance or risks of non-compliance require in the particular case. Remedial action that may be required by LEDS may include, but is not limited to, informal verbal requests for curative action by the User Agency, letters requiring curative steps to be taken by the User Agency and specifying a reasonable time for the accomplishment of those steps, or requirements for the review or monitoring of the User Agency's operations.

LEDS also is authorized to impose sanctions for non-compliance with the standards contained or incorporated by reference in this Agreement, and for any failure or refusal to take corrective action. The nature and scope of the sanctions shall be at the sole discretion of LEDS. The authority to impose sanctions shall include authority to impose probationary terms and periods, and ultimately extends to temporarily or permanently disabling the User Agency's terminal access or terminating this Agreement on such notice as may be deemed reasonable by LEDS.

800402

XIII.

TERM AND TERMINATION.

This Agreement shall become effective on the date of execution by the last party indicated below and shall extend until June 30, 1993, unless sooner terminated by mutual consent of the parties or by one party on no fewer than thirty (30) days' written notice. This Agreement may be extended for an additional term, not to exceed two (2) years, by letter of extension signed by both parties no fewer than fourteen (14) days prior to the termination date.

User Agency~~LEDS~~ ORIGINAL

Multnomah County Sheriff's Office
Agency Name

Law Enforcement Data System
Agency Name

BOB SKIPPER

Name of Person Signing

Lloyd Smith

Name of Person Signing

SHERIFF

Title

Manager, LEDS

Title

Bob Skipper
Signature

[Signature]
Signature

7/3/91
Date

7/1/91
Date

REVIEWED:

LARRY KRESSEL, County Counsel for
Multnomah County, Oregon

By: Sandra Duff

Date: 8-29-91

RATIFIED

**Multnomah County Board
of Commissioners**

September 12, 1991

8/25
1:30

Meeting Date: SEP 1 2 1991

Agenda No.: C-2

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Approval of an Intergovernmental Agreement with Barlow-Gresham Union High School District

BCC Informal _____ (date) BCC Formal _____ (date)

DEPARTMENT Human Services DIVISION Social Services

CONTACT Kathy Tinkle TELEPHONE 248-3691

PERSON(S) MAKING PRESENTATION Billi Odegaard/Gary Smith

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):

This contract renews the agreement to provide school mental health services to youths in the Barlow-Gresham Union High School District. The County has been historically involved with mental health services for school-aged youths for the past 30 years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health (OCAMHS) to assist in providing the services. This agreement is effective for the period September 1, 1991 through June 30, 1992 and will provide \$24,633 in revenue to the County OCAMHS.

all original originals to Kathy Tinkle

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Valery McCann

Or

DEPARTMENT MANAGER

Billi Odegaard

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
1991 SEP - 3 AM 11:42
MULTIPLURAL COUNTY
OREGON



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK ST., 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691
FAX (503) 248-3379

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

M E M O R A N D U M

TO: Gladys McCoy,
Multnomah County Chair

VIA: Billi Odegaard, Interim Director *Billi Odegaard (as)*
Department of Human Services

FROM: Gary Smith, *Director*
Social Services Division

DATE: August 15, 1991

SUBJECT: Approval of Six Revenue Agreements with the Office of
Child and Adolescent Mental Health (MED-OCAMHS)

RETROACTIVE STATUS: The Agreements attached will be retroactive to September 1, 1991. Contract preparation did not occur prior to this time due to the year-end work load and staffing adjustments.

RECOMMENDATION: The Social Services Division recommends Chair approval of six Intergovernmental Agreements between the MED-Office of Child and Adolescent Mental Health Services (OCAMHS) Program and Barlow-Gresham Union High School District, David Douglas School District, Dexter McCarty Gresham Grade School, East Gresham Grade School, Gordon Russell Gresham Middle School and Parkrose School District effective September 1, 1991 through June 30, 1992.

ANALYSIS/BACKGROUND: The documents attached renew agreements to provide school mental health services to youths in the David Douglas, Gresham and Parkrose School Districts. The Districts have allocated funds to MED-OCAMHS as follows:

Barlow-Gresham	\$24,633
David Douglas	7,452
Gresham Dexter McCarty	9,936
Gresham East	9,936
Gresham Gordon Russell	12,489
Parkrose	12,995

The County has been involved with mental health services for school-aged youths for the past thirty years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health to assist in providing the services. These revenue agreements are exempt from the RFQ/RFP process as they are with other government agencies.



CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 102922
Amendment # -

<p>CLASS I</p> <p><input type="checkbox"/> Professional Services under \$10,000</p>	<p>CLASS II</p> <p><input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p>CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p>RATIFIED</p> <p>Multnomah County Board of Commissioners</p> <p>C-2 September 12, 1991</p>
-------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Contact Person Kathy Tinkle Phone 248-3691 Date August 12, 1991
 Department Human Services Division Social Services Bldg/Room 160/6
 Description of Contract An agreement wherein the DISTRICT agrees to pay COUNTY \$23 per hour for Core Mental Health Services for students effective September 1, 1991 through June 30, 1992.

RFP/BID # N/A IGA Date of RFP/BID _____ Exemption Exp. Date _____
 ORS/AR # _____ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name BARLOW-GRESHAM UNION HIGH SCHOOL DISTRICT #U2-20 JT

Mailing Address 1331 NW Eastman Parkway
Gresham, OR. 97030

Phone 661-3000

Employer ID # or SS # N/A

Effective Date September 1, 1991

Termination Date June 30, 1992

Original Contract Amount \$ _____

Amount of Amendment \$ _____

Total Amount of Agreement \$ 24,633

Payment Term

☐ Lump Sum \$ _____

☐ Monthly \$ _____

☒ Other \$ _____

☐ Requirements contract - Requisition required.

Purchase Order No. _____

☐ Requirements Not to Exceed \$ _____

REQUIRED SIGNATURES:

Department Manager Belli Odegaard (ac)

Purchasing Director
(Class II Contracts Only)

County Counsel [Signature]

County Chair/Sheriff [Signature]

Date 8/19/91

Date _____

Date 8.22.91

Date 8/29/91

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND	
01.	156	010							Revenue-2783	24,633		
02.												
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

102422

INTERGOVERNMENTAL AGREEMENT
FOR SCHOOL MENTAL HEALTH SERVICES
FY 91/92

This Agreement, made and entered into as of the 1st day of September, 1991, by and between Multnomah County Social Services Division, Multnomah County, Oregon, a home rule political subdivision of the State of Oregon, (hereinafter referred to as "COUNTY"), and Barlow-Gresham Union High School District Number U2-20 JT, a body politically organized and existing under the laws of the State of Oregon (hereinafter referred to as "DISTRICT"):

WHEREAS, DISTRICT requires services which COUNTY is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, COUNTY is able and prepared to provide such services as DISTRICT does hereinafter require, under those terms and conditions set forth, now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

I. Term

The term of this Agreement shall be from September 1, 1991, to and including June 30, 1992, unless sooner terminated under the provisions hereof.

II. Services

A. COUNTY's services under this Agreement shall consist of the following:

1. Core mental health services will be provided to students. These services shall include:

- a. Consultation with school personnel
- b. Diagnostic screening
- c. Referrals
- d. Mental Health treatment

2. Additional Services may be negotiated within this Agreement.
These services include programs for:

- a. Parent training
- b. DISTRICT staff training
- c. Psychological Evaluations
- d. Other special services identified by district & county

B. District shall make referrals to School Mental Health Program consultants with necessary and pertinent non-confidential client information.

C. County shall retain final authority in clinical decisions.

III. COUNTY Responsibilities

A. The aggregate services provided by COUNTY and its designated consultants hereunder shall consist of 1,071 hours during 1991-92 school year. Agreement hours include all items referenced in Section V.D.

B. Working agreements shall be developed with each school (hereinafter includes District departments and school buildings) served under this Agreement. Agreements shall include specific services to be provided, schedule for provision of services, beginning and ending date of services, and identification of other activities related to provision of services. Agreements shall be approved and signed by appropriate school representative, SMHP consultant, and SMHP Program Supervisor.

IV. DISTRICT Responsibilities

A. DISTRICT agrees to provide access to private space in each school involved under this Agreement for School Mental Health Program consultants to meet with students. This includes access to telephone.

V. Compensation

A. DISTRICT agrees to pay COUNTY a total sum of \$24,633.00 which shall be based upon an hourly rate for services of \$23.00.

B. COUNTY agrees to provide DISTRICT billings showing hours of service provided to date by January 15, 1992; April 15, 1992; June 15, 1992.

C. DISTRICT agrees to make payments to COUNTY upon receipt of billings referenced in V.B. within thirty (30) days.

D. Computation of Agreement hours includes:

1. All direct service provision time
2. Indirect service support including:
 - a. travel required to provide direct services under this Agreement,
 - b. travel outside of normal workday hours,
 - c. maintenance of client records and client correspondence,
 - d. preparation of clinical reports required under this Agreement and other reports as requested by designated school representatives,
 - e. planning and preparation for special services provided under this Agreement,
 - f. items c, d, and e may occur off site and/or when classes are not scheduled and are chargeable under this Agreement.

VI. Liability

A. COUNTY shall defend, indemnify and hold DISTRICT harmless from all damages, judgments, costs, and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of COUNTY, its employees or agents in connection with COUNTY's provision of services under this Agreement.

B. DISTRICT shall defend, indemnify and hold COUNTY harmless from all damages, judgments, costs and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of DISTRICT, its employees or agents in connection with DISTRICT's provision of services under this Agreement.

VII. Confidentiality and Client Records

A. COUNTY shall have access to such reports, files, documents, papers and records of DISTRICT as are directly pertinent to services provided under this Agreement after obtaining the appropriate consent in writing.

B. COUNTY shall maintain confidential records for all direct service clients. Said records and reports shall be maintained by COUNTY.

VIII. Modification Termination

A. Any modification of the provisions of this Agreement shall be in writing and signed by both parties.

B. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By mutual written consent of the parties;
2. By either party upon thirty (30) days written notice.
3. Payment by DISTRICT shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by COUNTY against DISTRICT under this Agreement.
4. Termination under any provision of this Agreement shall not affect any right, obligation, or liability of DISTRICT OR COUNTY which accrued prior to such termination.

IX. Integration

This Agreement contains the entire Agreement between the parties and supercedes all prior written or oral discussions or Agreements.

BARLOW-GRESHAM UNION HIGH SCHOOL
DISTRICT NUMBER U2-20 JT

By _____
Chair, Board of Directors

Date

By _____

Title

Date

By _____

Title

Date

MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy
Multnomah County Chair

9/12/91
Date

By Daryl L. Smith
Social Services Division Director

8/15/91
Date

By Ames Edmunds
Office of Child and Adolescent
Mental Health Services Manager

August 9, 1991
Date

REVIEWED:

Laurence Kressel
Multnomah County Counsel

By PT H. Lenzly
Deputy County Counsel

8-22-91
Date

[0705s]

Meeting Date: SEP 1 2 1991

Agenda No.: C-3

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Approval of an Intergovernmental Agreement with David Douglas School District

BCC Informal _____ (date) BCC Formal _____ (date)

DEPARTMENT Human Services DIVISION Social Services

CONTACT Kathy Tinkle TELEPHONE 248-3691

PERSON(S) MAKING PRESENTATION Billi Odegaard/Gary Smith

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):

This contract renews the agreement to provide school mental health services to youths in the David Douglas School District. The County has been historically involved with mental health services for school-aged youths for the past 30 years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health (OCAMHS) to assist in providing the services. This agreement is effective for the period September 1, 1991 through June 30, 1992 and will provide \$7,452 in revenue to the County OCAMHS.

9/16/91 originals to Kathy Tinkle

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Or

DEPARTMENT MANAGER

(All accompanying documents must have required signatures)



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK ST., 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691
FAX (503) 248-3379

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

M E M O R A N D U M

TO: Gladys McCoy,
Multnomah County Chair

VIA: Billi Odegaard, Interim Director
Department of Human Services

FROM: Gary Smith, *Billi Odegaard (cc)*
Social Services Division

DATE: August 15, 1991

SUBJECT: Approval of Six Revenue Agreements with the Office of
Child and Adolescent Mental Health (MED-OCAMHS)

RETROACTIVE STATUS: The Agreements attached will be retroactive to September 1, 1991. Contract preparation did not occur prior to this time due to the year-end work load and staffing adjustments.

RECOMMENDATION: The Social Services Division recommends Chair approval of six Intergovernmental Agreements between the MED-Office of Child and Adolescent Mental Health Services (OCAMHS) Program and Barlow-Gresham Union High School District, David Douglas School District, Dexter McCarty Gresham Grade School, East Gresham Grade School, Gordon Russell Gresham Middle School and Parkrose School District effective September 1, 1991 through June 30, 1992.

ANALYSIS/BACKGROUND: The documents attached renew agreements to provide school mental health services to youths in the David Douglas, Gresham and Parkrose School Districts. The Districts have allocated funds to MED-OCAMHS as follows:

Barlow-Gresham	\$24,633
David Douglas	7,452
Gresham Dexter McCarty	9,936
Gresham East	9,936
Gresham Gordon Russell	12,489
Parkrose	12,995

The County has been involved with mental health services for school-aged youths for the past thirty years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health to assist in providing the services. These revenue agreements are exempt from the RFQ/RFP process as they are with other government agencies.

**CONTRACT APPROVAL FORM**

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 1029102Amendment # —

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$10,000	<input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Intergovernmental Agreement <div style="text-align: center;">RATIFIED</div> <div style="text-align: center;">Multnomah County Board of Commissioners</div> <div style="text-align: center;">C-3 September 12, 1991</div>

Contact Person Kathy Tinkle Phone 248-3691 Date August 12, 1991Department Human Services Division Social Services Bldg/Room 160/6Description of Contract An agreement wherein the District agrees to pay County \$23 per hour for Core Mental Health Services for students effective September 1, 1991 through June 30, 1992.RFP/BID # N/A Revenue IGA Date of RFP/BID _____ Exemption Exp. Date _____ORS/AR # _____ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name DAVID DOUGLAS SCHOOL DISTRICT # 40Mailing Address 1500 SE 130th
Portland, OR. 97236Phone 252-2900Employer ID # or SS # N/AEffective Date September 1, 1991Termination Date June 30, 1992

Original Contract Amount \$ _____

Amount of Amendment \$ _____

Total Amount of Agreement \$ 7,452**Payment Term**☐ Lump Sum \$ _____☐ Monthly \$ _____☒ Other \$ _____☐ Requirements contract - Requisition required.

Purchase Order No. _____

☐ Requirements Not to Exceed \$ _____**REQUIRED SIGNATURES:**Department Manager Billie Adegard (ac) Date 8/19/91Purchasing Director _____ Date _____
(Class II Contracts Only)County Counsel [Signature] Date 8.22.91County Chair/Sheriff [Signature] Date 8/29/91

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT	\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	010							Revenue-2787	7,452	
02.											
03.											

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

1029102

INTERGOVERNMENTAL AGREEMENT
FOR SCHOOL MENTAL HEALTH SERVICES

FY 91/92

This Agreement, made and entered into as of the 1st day of September, 1991, by and between Multnomah County Social Services Division, Multnomah County, Oregon, a home rule political subdivision of the State of Oregon, (hereinafter referred to as "COUNTY"), and David Douglas School District Number Forty, a body politically organized and existing under the laws of the State of Oregon (hereinafter referred to as "DISTRICT"):

WHEREAS, DISTRICT requires services which COUNTY is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, COUNTY is able and prepared to provide such services as DISTRICT does hereinafter require, under those terms and conditions set forth, now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

I. Term

The term of this Agreement shall be from September 1, 1991, to and including June 30, 1992, unless sooner terminated under the provisions hereof.

II. Services

A. COUNTY's services under this Agreement shall consist of the following:

1. Core mental health services will be provided to students. These services shall include:

- a. Consultation with school personnel
- b. Diagnostic screening
- c. Referrals
- d. Mental Health treatment

2. Additional Services may be negotiated within this Agreement. These services include programs for:

- a. Parent training
- b. DISTRICT staff training
- c. Psychological Evaluations
- d. Other special services identified by district & county

B. District shall make referrals to School Mental Health Program consultants with necessary and pertinent non-confidential client information.

C. County shall retain final authority in clinical decisions.

III. COUNTY Responsibilities

A. The aggregate services provided by COUNTY and its designated consultants hereunder shall consist of 324 hours during 1991-92 school year. Agreement hours include all items referenced in Section V.D.

B. Working agreements shall be developed with each school (hereinafter includes District departments and school buildings) served under this Agreement. Agreements shall include specific services to be provided, schedule for provision of services, beginning and ending date of services, and identification of other activities related to provision of services. Agreements shall be approved and signed by appropriate school representative, SMHP consultant, and SMHP Program Supervisor.

IV. DISTRICT Responsibilities

A. DISTRICT agrees to provide access to private space in each school involved under this Agreement for School Mental Health Program consultants to meet with students. This includes access to telephone.

V. Compensation

A. DISTRICT agrees to pay COUNTY a total sum of \$7,452.00 which shall be based upon an hourly rate for services of \$23.00.

B. COUNTY agrees to provide DISTRICT billings showing hours of service provided to date by January 15, 1992; April 15, 1992; June 15, 1992.

C. DISTRICT agrees to make payments to COUNTY upon receipt of billings referenced in V.B. within thirty (30) days.

D. Computation of Agreement hours includes:

1. All direct service provision time
2. Indirect service support including:
 - a. travel required to provide direct services under this Agreement,
 - b. travel outside of normal workday hours,
 - c. maintenance of client records and client correspondence,
 - d. preparation of clinical reports required under this Agreement and other reports as requested by designated school representatives,
 - e. planning and preparation for special services provided under this Agreement,
 - f. items c, d, and e may occur off site and/or when classes are not scheduled and are chargeable under this Agreement.

VI. Liability

A. COUNTY shall defend, indemnify and hold DISTRICT harmless from all damages, judgments, costs, and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of COUNTY, its employees or agents in connection with COUNTY's provision of services under this Agreement.

B. DISTRICT shall defend, indemnify and hold COUNTY harmless from all damages, judgments, costs and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of DISTRICT, its employees or agents in connection with DISTRICT's provision of services under this Agreement.

VII. Confidentiality and Client Records

A. COUNTY shall have access to such reports, files, documents, papers and records of DISTRICT as are directly pertinent to services provided under this Agreement after obtaining the appropriate consent in writing.

B. COUNTY shall maintain confidential records for all direct service clients. Said records and reports shall be maintained by COUNTY.

VIII. Modification Termination

A. Any modification of the provisions of this Agreement shall be in writing and signed by both parties.

B. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By mutual written consent of the parties;
2. By either party upon thirty (30) days written notice.
3. Payment by DISTRICT shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by COUNTY against DISTRICT under this Agreement.
4. Termination under any provision of this Agreement shall not affect any right, obligation, or liability of DISTRICT OR COUNTY which accrued prior to such termination.

IX. Integration

This Agreement contains the entire Agreement between the parties and supercedes all prior written or oral discussions or Agreements.

DAVID DOUGLAS SCHOOL DISTRICT
NUMBER FORTY

MULTNOMAH COUNTY, OREGON

By _____
Chair, Board of Directors

By Gladys McCoy
Gladys McCoy
Multnomah County Chair

Date

8/29/91
Date

By _____

By Dary W. Smith
Social Services Division Director

Title

8/14/91
Date

Date

By _____

Title

Date

By James Edmund
Office of Child and Adolescent
Mental Health Services Manager
August 9, 1991
Date

REVIEWED:

Laurence Kressel
Multnomah County Counsel

By HA Lazzarby
Deputy County Counsel

8.22.91
Date

2/2
23:30

Meeting Date: SEP 1 2 1991

Agenda No.: C-4

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Approval of an Intergovernmental Agreement with Gresham Grade School/Dexter

McCarty

BCC Informal _____ (date) BCC Formal _____ (date)

DEPARTMENT Human Services DIVISION Social Services

CONTACT Kathy Tinkle TELEPHONE 248-3691

PERSON(S) MAKING PRESENTATION Billi Odegaard/Gary Smith

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):

This contract renews the agreement to provide school mental health services to youths in the Gresham Grade/Dexter McCarty School District. The County has been historically involved with mental health services for school-aged youths for the past 30 years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health (OCAMHS) to assist in providing the services. This agreement is effective for the period September 1, 1991 through June 30, 1992 and will provide \$9,936 in revenue to the County OCAMHS.

9/10/91 originals to Kathy Tinkle

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

[Signature: Gary McCarty]

Or

DEPARTMENT MANAGER

[Signature: Billi Odegaard]

1991 SEP - 3 AM 11:42
CLERK OF COUNTY OF CLATSOP
CLERK OF COUNTY OF CLATSOP

(All accompanying documents must have required signatures)



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK ST., 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691
FAX (503) 248-3379

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

MEMORANDUM

TO: Gladys McCoy,
Multnomah County Chair

VIA: Billi Odegaard, Interim Director
Department of Human Services

FROM: Gary Smith, Director
Social Services Division

DATE: August 15, 1991

SUBJECT: Approval of Six Revenue Agreements with the Office of
Child and Adolescent Mental Health (MED-OCAMHS)

RETROACTIVE STATUS: The Agreements attached will be retroactive to September 1, 1991. Contract preparation did not occur prior to this time due to the year-end work load and staffing adjustments.

RECOMMENDATION: The Social Services Division recommends Chair approval of six Intergovernmental Agreements between the MED-Office of Child and Adolescent Mental Health Services (OCAMHS) Program and Barlow-Gresham Union High School District, David Douglas School District, Dexter McCarty Gresham Grade School, East Gresham Grade School, Gordon Russell Gresham Middle School and Parkrose School District effective September 1, 1991 through June 30, 1992.

ANALYSIS/BACKGROUND: The documents attached renew agreements to provide school mental health services to youths in the David Douglas, Gresham and Parkrose School Districts. The Districts have allocated funds to MED-OCAMHS as follows:

Barlow-Gresham	\$24,633
David Douglas	7,452
Gresham Dexter McCarty	9,936
Gresham East	9,936
Gresham Gordon Russell	12,489
Parkrose	12,995

Page 2 of 2
OCAMHSOGRM.Schools

The County has been involved with mental health services for school-aged youths for the past thirty years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health to assist in providing the services. These revenue agreements are exempt from the RFQ/RFP process as they are with other government agencies.

(CWOCAMOG.DOC.45)



CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 102952
Amendment # —

<p>CLASS I</p> <p><input type="checkbox"/> Professional Services under \$10,000</p>	<p>CLASS II</p> <p><input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p>CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p>RATIFIED</p> <p>Multnomah County Board of Commissioners</p> <p>C-4 <u>September 12, 1991</u></p>
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Contact Person Kathy Tinkle Phone 248-3691 Date August 12, 1991

Department Human Services Division Social Services Bldg/Room 160/6

Description of Contract An agreement wherein the DISTRICT agrees to pay the COUNTY \$23 per hour for Core Mental Health Services for students effective September 1, 1991 through June 30, 1992.

RFP/BID # N/A Revenue IGA Date of RFP/BID Exemption Exp. Date

ORS/AR # Contractor is ☐ MBE ☐ WBE ☐ QRF

<p>Contractor Name <u>GRESHAM GRADE SCHOOL DISTRICT #4</u></p> <p>Mailing Address <u>1331 NW Eastman Parkway</u></p> <p><u>Gresham, OR. 97030</u></p> <p>Phone <u>661-3000</u></p> <p>Employer ID # or SS # <u>N/A</u></p> <p>Effective Date <u>September 1, 1991</u></p> <p>Termination Date <u>June 30, 1992</u></p> <p>Original Contract Amount \$ <u> </u></p> <p>Amount of Amendment \$ <u> </u></p> <p>Total Amount of Agreement \$ <u>9,936</u></p>	<p>(Dexter McCarty Middle School)</p> <p>Payment Term</p> <p><input type="checkbox"/> Lump Sum \$ <u> </u></p> <p><input type="checkbox"/> Monthly \$ <u> </u></p> <p><input checked="" type="checkbox"/> Other \$ <u> </u></p> <p><input type="checkbox"/> Requirements contract - Requisition required.</p> <p>Purchase Order No. <u> </u></p> <p><input type="checkbox"/> Requirements Not to Exceed \$ <u> </u></p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

REQUIRED SIGNATURES:

Department Manager Billie Odegaard Date 8/19/91

Purchasing Director Date

(Class II Contracts Only)

County Counsel Date 8.22.91

County Chair/Sheriff Date 8/29/91

VENDOR CODE			VENDOR NAME						TOTAL AMOUNT	\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	010							Revenue-2784	9,936	
02.											
03.											

103452

INTERGOVERNMENTAL AGREEMENT
FOR SCHOOL MENTAL HEALTH SERVICES
FY 91/92

This Agreement, made and entered into as of the 1st day of September, 1991, by and between Multnomah County Social Services Division, Multnomah County, Oregon, a home rule political subdivision of the State of Oregon, (hereinafter referred to as "COUNTY"), and Gresham Grade School District Number Four, Dexter McCarty Middle School, a body politically organized and existing under the laws of the State of Oregon (hereinafter referred to as "DISTRICT"):

WHEREAS, DISTRICT requires services which COUNTY is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, COUNTY is able and prepared to provide such services as DISTRICT does hereinafter require, under those terms and conditions set forth, now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

I. Term

The term of this Agreement shall be from September 1, 1991, to and including June 30, 1992, unless sooner terminated under the provisions hereof.

II. Services

A. COUNTY's services under this Agreement shall consist of the following:

1. Core mental health services will be provided to students. These services shall include:

- a. Consultation with school personnel
- b. Diagnostic screening
- c. Referrals
- d. Mental Health treatment

2. Special Services available by this Agreement which are available through negotiation and mutual agreement of DISTRICT and COUNTY include programs for:

- a. Parent training
- b. DISTRICT staff training
- c. Psychological Evaluations
- d. Other special services identified by district & county

B. District shall make referrals to School Mental Health Program consultants with necessary and pertinent non-confidential client information.

C. County shall retain final authority in clinical decisions.

III. COUNTY Responsibilities

A. The aggregate services provided by COUNTY and its designated consultants hereunder shall consist of 432 hours during 1991-92 school year. Agreement hours include all items referenced in Section V.D.

B. Working agreements shall be developed with each school (hereinafter includes District departments and school buildings) served under this Agreement. Agreements shall include specific services to be provided, schedule for provision of services, beginning and ending date of services, and identification of other activities related to provision of services. Agreements shall be approved and signed by appropriate school representative, SMHP consultant, and SMHP Program Supervisor.

IV. DISTRICT Responsibilities

A. DISTRICT agrees to provide access to private space in each school involved under this Agreement for School Mental Health Program consultants to meet with students. This includes access to telephone.

V. Compensation

A. DISTRICT agrees to pay COUNTY a total sum of \$9,936.00 which shall be based upon an hourly rate for services of \$23.00.

B. COUNTY agrees to provide DISTRICT billings showing hours of service provided to date by January 15, 1992; April 15, 1992; June 15, 1992.

C. DISTRICT agrees to make payments to COUNTY upon receipt of billings referenced in V.B. within thirty (30) days.

D. Computation of Agreement hours includes:

1. All direct service provision time
2. Indirect service support including:
 - a. travel required to provide direct services under this Agreement,
 - b. travel outside of normal workday hours,
 - c. maintenance of client records and client correspondence,
 - d. preparation of clinical reports required under this Agreement and other reports as requested by designated school representatives,
 - e. planning and preparation for special services provided under this Agreement,
 - f. items c, d, and e may occur off site and/or when classes are not scheduled and are chargeable under this Agreement.

VI. Liability

A. COUNTY shall defend, indemnify and hold DISTRICT harmless from all damages, judgments, costs, and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of COUNTY, its employees or agents in connection with COUNTY's provision of services under this Agreement.

B. DISTRICT shall defend, indemnify and hold COUNTY harmless from all damages, judgments, costs and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of DISTRICT, its employees or agents in connection with DISTRICT's provision of services under this Agreement.

VII. Confidentiality and Client Records

A. COUNTY shall have access to such reports, files, documents, papers and records of DISTRICT as are directly pertinent to services provided under this Agreement after obtaining the appropriate consent in writing.

B. COUNTY shall maintain confidential records for all direct service clients. Said records and reports shall be maintained by COUNTY.

VIII. Modification Termination

A. Any modification of the provisions of this Agreement shall be in writing and signed by both parties.

B. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By mutual written consent of the parties;

2. By either party upon thirty (30) days written notice.

3. Payment by DISTRICT shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by COUNTY against DISTRICT under this Agreement.

4. Termination under any provision of this Agreement shall not affect any right, obligation, or liability of DISTRICT OR COUNTY which accrued prior to such termination.

IX. Integration

This Agreement contains the entire Agreement between the parties and supercedes all prior written or oral discussions or Agreements.

GRESHAM GRADE SCHOOL DISTRICT
NUMBER FOUR
DEXTER MCCARTY MIDDLE SCHOOL

MULTNOMAH COUNTY, OREGON

By _____
Chair, Board of Directors

Date

By Gladys McCoy
Gladys McCoy
Multnomah County Chair

8/29/91
Date

By _____

Title

Date

By Doreen Smith
Social Services Division Director

8/16/91
Date

By _____

Title

Date

By Amos Edwards
Office of Child and Adolescent
Mental Health Services Manager

August 9, 1991
Date

REVIEWED:

Laurence Kressel
Multnomah County Counsel

By Deputy County Counsel
Deputy County Counsel

8.22.91
Date

[0700s]

8/23
3:30

Meeting Date: SEP 1 2 1991

Agenda No.: C-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Approval of an Intergovernmental Agreement with East Gresham Grade School

BCC Informal _____ (date) BCC Formal _____ (date)

DEPARTMENT Human Services DIVISION Social Services

CONTACT Kathy Tinkle TELEPHONE 248-3691

PERSON(S) MAKING PRESENTATION Billi Odegaard/Gary Smith

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):

This contract renews the agreement to provide school mental health services to youths in the East Gresham Grade School District. The County has been historically involved with mental health services for school-aged youths for the past 30 years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health (OCAMHS) to assist in providing the services. This agreement is effective for the period September 1, 1991 through June 30, 1992 and will provide \$9,936 in revenue to the County OCAMHS.

all/or original to Kathy Tinkle

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL *[Signature]*
Or
DEPARTMENT MANAGER *Billi Odegaard (a)*

(All accompanying documents must have required signatures)

1991 SEP - 3 11:42
CLERK OF
COUNTY CLERK
OREGON



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK ST., 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691
FAX (503) 248-3379

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

MEMORANDUM

TO: Gladys McCoy,
Multnomah County Chair

VIA: Billi Odegaard, Interim Director
Department of Human Services

FROM: Gary Smith, Director
Social Services Division

DATE: August 15, 1991

SUBJECT: Approval of Six Revenue Agreements with the Office of
Child and Adolescent Mental Health (MED-OCAMHS)

RETROACTIVE STATUS: The Agreements attached will be retroactive to September 1, 1991. Contract preparation did not occur prior to this time due to the year-end work load and staffing adjustments.

RECOMMENDATION: The Social Services Division recommends Chair approval of six Intergovernmental Agreements between the MED-Office of Child and Adolescent Mental Health Services (OCAMHS) Program and Barlow-Gresham Union High School District, David Douglas School District, Dexter McCarty Gresham Grade School, East Gresham Grade School, Gordon Russell Gresham Middle School and Parkrose School District effective September 1, 1991 through June 30, 1992.

ANALYSIS/BACKGROUND: The documents attached renew agreements to provide school mental health services to youths in the David Douglas, Gresham and Parkrose School Districts. The Districts have allocated funds to MED-OCAMHS as follows:

Barlow-Gresham	\$24,633
David Douglas	7,452
Gresham Dexter McCarty	9,936
Gresham East	9,936
Gresham Gordon Russell	12,489
Parkrose	12,995

The County has been involved with mental health services for school-aged youths for the past thirty years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health to assist in providing the services. These revenue agreements are exempt from the RFQ/RFP process as they are with other government agencies.

**CONTRACT APPROVAL FORM**

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 102972Amendment # —

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$10,000	<input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Intergovernmental Agreement RATIFIED Multnomah County Board of Commissioners <u>C-5 September 12, 1991</u>

Contact Person Kathy Tinkle Phone 248-3691 Date August 12, 1991Department Human Services Division Social Services Bldg/Room 160/6Description of Contract An agreement wherein the District agrees to pay County \$23 per hour for Core Mental Health Services for students effective September 1, 1991 through June 30, 1992.RFP/BID # N/A Revenue IGA Date of RFP/BID _____ Exemption Exp. Date _____ORS/AR # _____ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name GRESHAM GRADE SCHOOL DISTRICT #4 (East Gresham Grade School)Mailing Address 1331 NW Eastman ParkwayGresham, OR. 97030Phone 661-3000Employer ID # or SS # N/AEffective Date September 1, 1991Termination Date June 30, 1992

Original Contract Amount \$ _____

Amount of Amendment \$ _____

Total Amount of Agreement \$ 9,936**Payment Term**☐ Lump Sum \$ _____☐ Monthly \$ _____☒ Other \$ _____☐ Requirements contract - Requisition required.

Purchase Order No. _____

☐ Requirements Not to Exceed \$ _____**REQUIRED SIGNATURES:**Department Manager Billie Odegaard (ac) Date 8/19/91

Purchasing Director _____ Date _____

(Class II Contracts Only)

County Counsel [Signature] Date 8.22.91County Chair/Sheriff [Signature] Date 8/29/91

VENDOR CODE			VENDOR NAME						TOTAL AMOUNT	\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	010							Revenue-2784	9,936	
02.											
03.											

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

102072

INTERGOVERNMENTAL AGREEMENT
FOR SCHOOL MENTAL HEALTH SERVICES
FY 91/92

This Agreement, made and entered into as of the 1st day of September, 1991, by and between Multnomah County Social Services Division, Multnomah County, Oregon, a home rule political subdivision of the State of Oregon, (hereinafter referred to as "COUNTY"), and Gresham Grade School District Number Four, East Gresham Grade School, a body politically organized and existing under the laws of the State of Oregon (hereinafter referred to as "DISTRICT"):

WHEREAS, DISTRICT requires services which COUNTY is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, COUNTY is able and prepared to provide such services as DISTRICT does hereinafter require, under those terms and conditions set forth, now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

I. Term

The term of this Agreement shall be from September 1, 1991, to and including June 30, 1992, unless sooner terminated under the provisions hereof.

II. Services

A. COUNTY's services under this Agreement shall consist of the following:

1. Core mental health services will be provided to students. These services shall include:

- a. Consultation with school personnel
- b. Diagnostic screening
- c. Referrals
- d. Mental Health treatment

2. Special Services available by this Agreement which are available through negotiation and mutual agreement of DISTRICT and COUNTY include programs for:

- a. Parent training
- b. DISTRICT staff training
- c. Psychological Evaluations
- d. Other special services identified by district & county

B. District shall make referrals to School Mental Health Program consultants with necessary and pertinent non-confidential client information.

C. County shall retain final authority in clinical decisions.

III. COUNTY Responsibilities

A. The aggregate services provided by COUNTY and its designated consultants hereunder shall consist of 432 hours during 1991-92 school year. Agreement hours include all items referenced in Section V.D.

B. Working agreements shall be developed with each school (hereinafter includes District departments and school buildings) served under this Agreement. Agreements shall include specific services to be provided, schedule for provision of services, beginning and ending date of services, and identification of other activities related to provision of services. Agreements shall be approved and signed by appropriate school representative, SMHP consultant, and SMHP Program Supervisor.

IV. DISTRICT Responsibilities

A. DISTRICT agrees to provide access to private space in each school involved under this Agreement for School Mental Health Program consultants to meet with students. This includes access to telephone.

V. Compensation

A. DISTRICT agrees to pay COUNTY a total sum of \$9,936.00 which shall be based upon an hourly rate for services of \$23.00.

B. COUNTY agrees to provide DISTRICT billings showing hours of service provided to date by January 15, 1992; April 15, 1992; June 15, 1992.

C. DISTRICT agrees to make payments to COUNTY upon receipt of billings referenced in V.B. within thirty (30) days.

D. Computation of Agreement hours includes:

1. All direct service provision time
2. Indirect service support including:
 - a. travel required to provide direct services under this Agreement,
 - b. travel outside of normal workday hours,
 - c. maintenance of client records and client correspondence,
 - d. preparation of clinical reports required under this Agreement and other reports as requested by designated school representatives,
 - e. planning and preparation for special services provided under this Agreement,
 - f. items c, d, and e may occur off site and/or when classes are not scheduled and are chargeable under this Agreement.

VI. Liability

A. COUNTY shall defend, indemnify and hold DISTRICT harmless from all damages, judgments, costs, and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of COUNTY, its employees or agents in connection with COUNTY's provision of services under this Agreement.

B. DISTRICT shall defend, indemnify and hold COUNTY harmless from all damages, judgments, costs and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of DISTRICT, its employees or agents in connection with DISTRICT's provision of services under this Agreement.

VII. Confidentiality and Client Records

A. COUNTY shall have access to such reports, files, documents, papers and records of DISTRICT as are directly pertinent to services provided under this Agreement after obtaining the appropriate consent in writing.

B. COUNTY shall maintain confidential records for all direct service clients. Said records and reports shall be maintained by COUNTY.

VIII. Modification Termination

A. Any modification of the provisions of this Agreement shall be in writing and signed by both parties.

B. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By mutual written consent of the parties;
2. By either party upon thirty (30) days written notice.
3. Payment by DISTRICT shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by COUNTY against DISTRICT under this Agreement.
4. Termination under any provision of this Agreement shall not affect any right, obligation, or liability of DISTRICT OR COUNTY which accrued prior to such termination.

IX. Integration

This Agreement contains the entire Agreement between the parties and supercedes all prior written or oral discussions or Agreements.

GRESHAM GRADE SCHOOL DISTRICT
NUMBER FOUR
EAST GRESHAM GRADE SCHOOL

MULTNOMAH COUNTY, OREGON

By _____
Chair, Board of Directors

Date

By Gladys McCoy
Gladys McCoy
Multnomah County Chair

8/29/91
Date

By _____

Title

Date

By Doreen Smith
Social Services Division Director

8/16/91
Date

By _____

Title

Date

By James Edwards
Office of Child and Adolescent
Mental Health Services Manager

August 9 1991
Date

REVIEWED:

Laurence Kressel
Multnomah County Counsel

By Deputy County Counsel
Deputy County Counsel

8.22.91
Date

9/22
3:30

Meeting Date: SEP 1 2 1991

Agenda No.: C-60

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Approval of an Intergovernmental Agreement with Greshams Gordon Russell Middle School

BCC Informal _____ (date) BCC Formal _____ (date)

DEPARTMENT Human Services DIVISION Social Services

CONTACT Kathy Tinkle TELEPHONE 248-3691

PERSON(S) MAKING PRESENTATION Billi Odegaard/Gary Smith

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):

This contract renews the agreement to provide school mental health services to youths in the Gresham School District-Gordon Russell Middle School. The County has been historically involved with mental health services for school-aged youths for the past 30 years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health (OCAMHS) to assist in providing the services. This agreement is effective for the period September 1, 1991 through June 30, 1992 and will provide \$12,489 in revenue to the County OCAMHS.

9/16/91 originals to Kathy Tinkle

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Gladys McCoy

Or

DEPARTMENT MANAGER

Billi Odegaard (cc)

(All accompanying documents must have required signatures)

CLERK OF
BOARD OF
COUNTY COMMISSIONERS
1991 SEP - 3 AM 11:43
MULTICOUNTY
OREGON



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK ST., 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691
FAX (503) 248-3379

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

MEMORANDUM

TO: Gladys McCoy,
Multnomah County Chair

VIA: Billi Odegaard, Interim Director *Billi Odegaard*
Department of Human Services

FROM: Gary Smith, *GS* Director
Social Services Division

DATE: August 15, 1991

SUBJECT: Approval of Six Revenue Agreements with the Office of
Child and Adolescent Mental Health (MED-OCAMHS)

RETROACTIVE STATUS: The Agreements attached will be retroactive to September 1, 1991. Contract preparation did not occur prior to this time due to the year-end work load and staffing adjustments.

RECOMMENDATION: The Social Services Division recommends Chair approval of six Intergovernmental Agreements between the MED-Office of Child and Adolescent Mental Health Services (OCAMHS) Program and Barlow-Gresham Union High School District, David Douglas School District, Dexter McCarty Gresham Grade School, East Gresham Grade School, Gordon Russell Gresham Middle School and Parkrose School District effective September 1, 1991 through June 30, 1992.

ANALYSIS/BACKGROUND: The documents attached renew agreements to provide school mental health services to youths in the David Douglas, Gresham and Parkrose School Districts. The Districts have allocated funds to MED-OCAMHS as follows:

Barlow-Gresham	\$24,633
David Douglas	7,452
Gresham Dexter McCarty	9,936
Gresham East	9,936
Gresham Gordon Russell	12,489
Parkrose	12,995

The County has been involved with mental health services for school-aged youths for the past thirty years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health to assist in providing the services. These revenue agreements are exempt from the RFQ/RFP process as they are with other government agencies.



CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 102942
Amendment # —

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$10,000	<input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Intergovernmental Agreement RATIFIED Multnomah County Board of Commissioners <u>C-6 September 12, 1991</u>

Contact Person Kathy Tinkle Phone 248-3691 Date August 12, 1991
 Department Human Services Division Social Services Bldg/Room 160/6
 Description of Contract An agreement wherein the DISTRICT agrees to pay COUNTY \$23 per hour for Core Mental Health Services for students effective September 1, 1991 through June 30, 1992.

RFP/BID # N/A IGA Date of RFP/BID _____ Exemption Exp. Date _____
 ORS/AR # _____ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name <u>GRESHAM GRADE SCHOOL DISTRICT #4</u> Mailing Address <u>1331 NW Eastman Parkway</u> <u>Gresham, OR. 97030</u> Phone <u>661-3000</u> Employer ID # or SS # <u>N/A</u> Effective Date <u>September 1, 1991</u> Termination Date <u>June 30, 1992</u> Original Contract Amount \$ _____ Amount of Amendment \$ _____ Total Amount of Agreement \$ <u>12,489</u>	(Gordon Russell Middle School) Payment Term <input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Monthly \$ _____ <input checked="" type="checkbox"/> Other \$ _____ <input type="checkbox"/> Requirements contract - Requisition required. Purchase Order No. _____ <input type="checkbox"/> Requirements Not to Exceed \$ _____
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

REQUIRED SIGNATURES:
 Department Manager Billi Odgaard Date 8/19/91
 Purchasing Director _____ Date _____
 (Class II Contracts Only)
 County Counsel [Signature] Date 8.22.91
 County Chair/Sheriff [Signature] Date 8/29/91

VENDOR CODE				VENDOR NAME						TOTAL AMOUNT	\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT		INC/ DEC IND
01.	156	010							Revenue-2784	12,489		
02.												
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING CANARY - INITIATOR PINK - CLERK OF THE BOARD GREEN - FINANCE

100442

INTERGOVERNMENTAL AGREEMENT
FOR SCHOOL MENTAL HEALTH SERVICES

FY 91/92

This Agreement, made and entered into as of the 1st day of September, 1991, by and between Multnomah County Social Services Division, Multnomah County, Oregon, a home rule political subdivision of the State of Oregon, (hereinafter referred to as "COUNTY"), and Gresham Grade School District Number Four, Gordon Russell Middle School, a body politically organized and existing under the laws of the State of Oregon (hereinafter referred to as "DISTRICT"):

WHEREAS, DISTRICT requires services which COUNTY is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, COUNTY is able and prepared to provide such services as DISTRICT does hereinafter require, under those terms and conditions set forth, now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

I. Term

The term of this Agreement shall be from September 1, 1991, to and including June 30, 1992, unless sooner terminated under the provisions hereof.

II. Services

A. COUNTY's services under this Agreement shall consist of the following:

1. Core mental health services will be provided to students. These services shall include:

- a. Consultation with school personnel
- b. Diagnostic screening
- c. Referrals
- d. Mental Health treatment

2. Additional Services may be negotiated within this Agreement. These services include programs for:

- a. Parent training
- b. DISTRICT staff training
- c. Psychological Evaluations
- d. Other special services identified by district & county

B. District shall make referrals to School Mental Health Program consultants with necessary and pertinent non-confidential client information.

C. County shall retain final authority in clinical decisions.

III. COUNTY Responsibilities

A. The aggregate services provided by COUNTY and its designated consultants hereunder shall consist of 543 hours during 1991-92 school year. Agreement hours include all items referenced in Section V.D.

B. Working agreements shall be developed with each school (hereinafter includes District departments and school buildings) served under this Agreement. Agreements shall include specific services to be provided, schedule for provision of services, beginning and ending date of services, and identification of other activities related to provision of services. Agreements shall be approved and signed by appropriate school representative, SMHP consultant, and SMHP Program Supervisor.

IV. DISTRICT Responsibilities

A. DISTRICT agrees to provide access to private space in each school involved under this Agreement for School Mental Health Program consultants to meet with students. This includes access to telephone.

V. Compensation

A. DISTRICT agrees to pay COUNTY a total sum of \$12,489.00 which shall be based upon an hourly rate for services of \$23.00.

B. COUNTY agrees to provide DISTRICT billings showing hours of service provided to date by January 15, 1992; April 15, 1992; June 15, 1992.

C. DISTRICT agrees to make payments to COUNTY upon receipt of billings referenced in V.B. within thirty (30) days.

D. Computation of Agreement hours includes:

1. All direct service provision time
2. Indirect service support including:
 - a. travel required to provide direct services under this Agreement,
 - b. travel outside of normal workday hours,
 - c. maintenance of client records and client correspondence,
 - d. preparation of clinical reports required under this Agreement and other reports as requested by designated school representatives,
 - e. planning and preparation for special services provided under this Agreement,
 - f. items c, d, and e may occur off site and/or when classes are not scheduled and are chargeable under this Agreement.

VI. Liability

A. COUNTY shall defend, indemnify and hold DISTRICT harmless from all damages, judgments, costs, and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of COUNTY, its employees or agents in connection with COUNTY's provision of services under this Agreement.

B. DISTRICT shall defend, indemnify and hold COUNTY harmless from all damages, judgments, costs and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of DISTRICT, its employees or agents in connection with DISTRICT's provision of services under this Agreement.

VII. Confidentiality and Client Records

A. COUNTY shall have access to such reports, files, documents, papers and records of DISTRICT as are directly pertinent to services provided under this Agreement after obtaining the appropriate consent in writing.

B. COUNTY shall maintain confidential records for all direct service clients. Said records and reports shall be maintained by COUNTY.

VIII. Modification Termination

A. Any modification of the provisions of this Agreement shall be in writing and signed by both parties.

B. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By mutual written consent of the parties;
2. By either party upon thirty (30) days written notice.
3. Payment by DISTRICT shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by COUNTY against DISTRICT under this Agreement.
4. Termination under any provision of this Agreement shall not affect any right, obligation, or liability of DISTRICT OR COUNTY which accrued prior to such termination.

IX. Integration

This Agreement contains the entire Agreement between the parties and supercedes all prior written or oral discussions or Agreements.

GRESHAM GRADE SCHOOL DISTRICT
NUMBER FOUR
GORDON RUSSELL MIDDLE SCHOOL

MULTNOMAH COUNTY, OREGON

By _____
Chair, Board of Directors

Date

By Gladys McCoy
Gladys McCoy
Multnomah County Chair

8/29/91
Date

By _____

Title

Date

By Doreen Smith
Social Services Division Director

8/15/91
Date

By _____

By James Smith
Office of Child & Adolescent
Mental Health Services

August 7, 1991
Date

REVIEWED:

Laurence Kressel
Multnomah County Counsel

By Debra L. Kressel
Deputy County Counsel

8-22-91
Date

[0703s]

325
3120

Meeting Date: SEP 12 1991

Agenda No.: C-7

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Approval of an Intergovernmental Agreement with Parkrose School District

BCC Informal _____ (date) BCC Formal _____ (date)
DEPARTMENT Human Services DIVISION Social Services
CONTACT Kathy Tinkle TELEPHONE 248-3691
PERSON(S) MAKING PRESENTATION Billi Odegaard/Gary Smith

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):

This contract renews the agreement to provide school mental health services to youths in the Parkrose School District. The County has been historically involved with mental health services for school-aged youths for the past 30 years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health (OCAMHS) to assist in providing the services. This agreement is effective for the period September 1, 1991 through June 30, 1992 and will provide \$12,995 in revenue to the County OCAMHS.

9/16/91 originals to Kathy Tinkle

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL *Valley McCoy*
Or
DEPARTMENT MANAGER *Billi Odegaard (ac)*

(All accompanying documents must have required signatures)

CLERK OF COUNTY BOARD
SEP - 3 AM 11:43
CLERK OF COUNTY BOARD
OREGON



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK ST., 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691
FAX (503) 248-3379

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

MEMORANDUM

TO: Gladys McCoy,
Multnomah County Chair

VIA: Billi Odegaard, Interim Director *Billi Odegaard (as)*
Department of Human Services

FROM: Gary Smith, *GS* Director
Social Services Division

DATE: August 15, 1991

SUBJECT: Approval of Six Revenue Agreements with the Office of
Child and Adolescent Mental Health (MED-OCAMHS)

RETROACTIVE STATUS: The Agreements attached will be retroactive to September 1, 1991. Contract preparation did not occur prior to this time due to the year-end work load and staffing adjustments.

RECOMMENDATION: The Social Services Division recommends Chair approval of six Intergovernmental Agreements between the MED-Office of Child and Adolescent Mental Health Services (OCAMHS) Program and Barlow-Gresham Union High School District, David Douglas School District, Dexter McCarty Gresham Grade School, East Gresham Grade School, Gordon Russell Gresham Middle School and Parkrose School District effective September 1, 1991 through June 30, 1992.

ANALYSIS/BACKGROUND: The documents attached renew agreements to provide school mental health services to youths in the David Douglas, Gresham and Parkrose School Districts. The Districts have allocated funds to MED-OCAMHS as follows:

Barlow-Gresham	\$24,633
David Douglas	7,452
Gresham Dexter McCarty	9,936
Gresham East	9,936
Gresham Gordon Russell	12,489
Parkrose	12,995

The County has been involved with mental health services for school-aged youths for the past thirty years. The schools that want the services allocate funds to the Office of Child and Adolescent Mental Health to assist in providing the services. These revenue agreements are exempt from the RFQ/RFP process as they are with other government agencies.

**CONTRACT APPROVAL FORM**

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 102932Amendment # —

CLASS I <input type="checkbox"/> Professional Services under \$10,000	CLASS II <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	CLASS III <input checked="" type="checkbox"/> Intergovernmental Agreement REVENUE RATIFIED Multnomah County Board of Commissioners C-7 September 12, 1991
---------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Contact Person Kathy Tinkle Phone 248-3691 Date August 12, 1991Department Human Services Division Social Services Bldg/Room 160/6Description of Contract An agreement wherein the District agrees to pay County \$23 per hour for Core Mental Health Services for students effective September 1, 1991 through June 30, 1992.RFP/BID # N/A Revenue IGA Date of RFP/BID _____ Exemption Exp. Date _____ORS/AR # _____ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name PARKROSE SCHOOL DISTRICT #3Mailing Address 10636 NE PrescottPortland, OR. 97220Phone 257-5200Employer ID # or SS # N/AEffective Date September 1, 1991Termination Date June 30, 1992

Original Contract Amount \$ _____

Amount of Amendment \$ _____

Total Amount of Agreement \$12,995**Payment Term**☐ Lump Sum \$ _____☐ Monthly \$ _____☒ Other \$ _____☐ Requirements contract - Requisition required.

Purchase Order No. _____

☐ Requirements Not to Exceed \$ _____**REQUIRED SIGNATURES:**Department Manager Billie Adegaard (as)Date 8/19/91

Purchasing Director _____

Date _____

(Class II Contracts Only)

County Counsel [Signature]Date 8-22-91County Chair/Sheriff [Signature]Date 9/12/91

VENDOR CODE			VENDOR NAME						TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND	
01.	156	010							Revenue- XXXXXX	12,995		
02.									2782			
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

INTERGOVERNMENTAL AGREEMENT
FOR SCHOOL MENTAL HEALTH SERVICES
FY 91/92

This Agreement, made and entered into as of the 1st day of September, 1991, by and between Multnomah County Social Services Division, Multnomah County, Oregon, a home rule political subdivision of the State of Oregon, (hereinafter referred to as "COUNTY"), and Parkrose School District Number Three, a body politically organized and existing under the laws of the State of Oregon (hereinafter referred to as "DISTRICT"):

WHEREAS, DISTRICT requires services which COUNTY is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, COUNTY is able and prepared to provide such services as DISTRICT does hereinafter require, under those terms and conditions set forth, now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

I. Term

The term of this Agreement shall be from September 1, 1991, to and including June 30, 1992, unless sooner terminated under the provisions hereof.

II. Services

A. COUNTY's services under this Agreement shall consist of the following:

1. Core mental health services will be provided to students. These services shall include:

- a. Consultation with school personnel
- b. Diagnostic screening
- c. Referrals
- d. Mental Health treatment

2. Additional Services may be negotiated within this Agreement.
These services include programs for:

- a. Parent training
- b. DISTRICT staff training
- c. Psychological Evaluations
- d. Other special services identified by district & county

B. District shall make referrals to School Mental Health Program consultants with necessary and pertinent non-confidential client information.

C. County shall retain final authority in clinical decisions.

III. COUNTY Responsibilities

A. The aggregate services provided by COUNTY and its designated consultants hereunder shall consist of 565 hours during 1991-92 school year. Agreement hours include all items referenced in Section V.D.

B. Working agreements shall be developed with each school (hereinafter includes District departments and school buildings) served under this Agreement. Agreements shall include specific services to be provided, schedule for provision of services, beginning and ending date of services, and identification of other activities related to provision of services. Agreements shall be approved and signed by appropriate school representative, SMHP consultant, and SMHP Program Supervisor.

IV. DISTRICT Responsibilities

A. DISTRICT agrees to provide access to private space in each school involved under this Agreement for School Mental Health Program consultants to meet with students. This includes access to telephone.

V. Compensation

A. DISTRICT agrees to pay COUNTY a total sum of \$12,995.00 which shall be based upon an hourly rate for services of \$23.00.

B. COUNTY agrees to provide DISTRICT billings showing hours of service provided to date by January 15, 1992; April 15, 1992; June 15, 1992.

C. DISTRICT agrees to make payments to COUNTY upon receipt of billings referenced in V.B. within thirty (30) days.

D. Computation of Agreement hours includes:

1. All direct service provision time
2. Indirect service support including:
 - a. travel required to provide direct services under this Agreement,
 - b. travel outside of normal workday hours,
 - c. maintenance of client records and client correspondence,
 - d. preparation of clinical reports required under this Agreement and other reports as requested by designated school representatives,
 - e. planning and preparation for special services provided under this Agreement,
 - f. items c, d, and e may occur off site and/or when classes are not scheduled and are chargeable under this Agreement.

VI. Liability

A. COUNTY shall defend, indemnify and hold DISTRICT harmless from all damages, judgments, costs, and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of COUNTY, its employees or agents in connection with COUNTY's provision of services under this Agreement.

B. DISTRICT shall defend, indemnify and hold COUNTY harmless from all damages, judgments, costs and loss arising from any suits or claims based upon injury to persons or property caused by any act or omission of DISTRICT, its employees or agents in connection with DISTRICT's provision of services under this Agreement.

VII. Confidentiality and Client Records

A. COUNTY shall have access to such reports, files, documents, papers and records of DISTRICT as are directly pertinent to services provided under this Agreement after obtaining the appropriate consent in writing.

B. COUNTY shall maintain confidential records for all direct service clients. Said records and reports shall be maintained by COUNTY.

VIII. Modification Termination

A. Any modification of the provisions of this Agreement shall be in writing and signed by both parties.

B. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By mutual written consent of the parties;

2. By either party upon thirty (30) days written notice.

3. Payment by DISTRICT shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by COUNTY against DISTRICT under this Agreement.

4. Termination under any provision of this Agreement shall not affect any right, obligation, or liability of DISTRICT OR COUNTY which accrued prior to such termination.

IX. Integration

This Agreement contains the entire Agreement between the parties and supercedes all prior written or oral discussions or Agreements.

PARKROSE SCHOOL DISTRICT
NUMBER THREE

By _____
Chair, Board of Directors

Date

By _____

Title

Date

By _____

Title

Date

MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy
Multnomah County Chair

8/29/91
Date

By Dary W. Smith
Social Services Division Director

8/15/91
Date

By James Edruch
Office of Child and Adolescent
Mental Health Services Manager

August 9, 1991
Date

REVIEWED:

Laurence Kressel
Multnomah County Counsel

By JH Kressel
Deputy County Counsel

8-22-91
Date

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Appointments

AGENDA REVIEW/
BOARD BRIEFING

REGULAR MEETING September 12, 1991
(date)

DEPARTMENT	Non-departmental	DIVISION	County Chair
------------	------------------	----------	--------------

CONTACT Kathy Millard TELEPHONE 248-3308

PERSON(S) MAKING PRESENTATION

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):

Appointments to: Bi-Centennial Commission
Judy Boyer - term expires December 31, 1991

Board of Equalization
 Oliver Norville - Chair of Board 3, new appointment
 Hazel Hays - Chair of Board 2, new appointment
 Joseph Labadie - Member of Board 1, re-appointment

Community Action Commission
James Moore - term expires 9/93

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Or

DEPARTMENT MANAGER

(All accompanying documents must have required signatures)

SEP 5 1991
CLATSOP COUNTY
OREGON



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

- A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

Community Action Board : (1) Basic Needs Committee

(2) Self-Sufficiency Committee

B. Name James L. Moore

Address 6815 North Moore

City Portland State Oregon Zip 97217

Do you live in _____ unincorporated Multnomah County or XX a city within Multnomah County.

Home Phone (503) 286-4960

C. Current Employer The Private Industry Council/NEET Center

Address 3034 NE Martin Luther King Blvd

City Portland State Oregon Zip 97212

Your Job Title Lifeskill Trainer

Work Phone 241-4644 (Ext) 14

Is your place of employment located in Multnomah County? Yes XX No _____

D. Previous Employers _____ Dates _____ Job Title _____

SEE ATTACHED RESUME

GLADYS McCOY, MULTNOMAH COUNTY CHAIR
1021 SW 4TH, ROOM 134
PORTLAND, OREGON 97204
(503) 248-3308

CONTACT:

E. Please list all current and past volunteer/civic activities.

Name of Organization	Dates	Responsibilities
Mult Cty Welfare Commission	4/88-4/93	Welfare Issues
Urban League Citizen Advisory Bd	2/86-12/88	Youth Issues

F. Please list all post-secondary school education.

Name of School	Dates	Degree/Course of Study
----------------	-------	------------------------

SEE ATTACHED RESUME

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

GERTRUDE CHAMBERS (503) 335-0809

LINSEY JACKSON (503) 335-4041

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

NONE

I. Affirmative Action Information

M Black

sex / racial ethnic background

birth date: Month 3 Day 1 Year 1956

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature

James D. Moore

Date

16 May 91

lom
6/83

JAMES L. MOORE
6815 NORTH MOORE
PORTLAND, OREGON 97217
(503)286-4960

OBJECTIVE

- : To obtain a challenging management position within the private, public, or governmental sector that utilizes my current skills, abilities, and entrepreneurial motivation

EDUCATION

- 1992 : Bachelor of Science, Management and Communication, Concordia College. Portland, Oregon
- 1991 : Associate of Arts, Criminal Justice, Community College of the Air Force, Gunter AFS, Ala.
- 1991 : Associate of Arts, Business Administration, Butler County Community College, El Dorado, Kansas
- 1988 : Certificate, Field Training I/II, Drug and Alcohol Assessment, Referral, and Intervention, Office of Alcohol and Drug Abuse Program, Department of Human Resources, Salem, Or
- 1987 : Certificate, JOBS Worker Training/Employment Specialist, Adult and Family Services, State of Oregon, Salem. Oregon
- : Certificate. Job Development(Refresher) Training, Adult and Family Services, State of Or. Salem, Oregon
- : Air National Guard Non-Commissioned Officer Leadership School, Phase I, McGhee-Tyson ANGB, Tenn.
- 1986 : Certificate, Industrial/Information Security Seminar, Tactical Air Command, Tydall AFB, Florida
- : Graduate. Command Non-Commissioned Officer's

Academy (6A/B/C), Gunter AFS, Alabama

: Graduate, USAF Law Enforcement Supervisor's School, Lackland AFB, Texas

1985

: Non-Degree, Oregon Tech, Klamath Falls, Or.
Received General Radiotelephone Permit and performed On Air Personality duties for KETC Radio (89.5 FM) Oregon Tech.

: Graduate, USAF Security Supervisor's Course, Gunter AFS, Alabama

1978

: Graduate, USAF Law Enforcement Specialist Academy, Lackland AFB, Texas

1975

: Graduate, USAF Security Specialist Academy, Lackland AFB, Texas

1974

: Graduate, USAF Basic Military Training (6 wks) Lackland AFB, Texas

: Graduate, McAdory High School, McCalla, Ala.

EXPERIENCE

1990-
PRESENT

TRAINER, NORTHEAST AND EMPLOYMENT TRAINING CENTER (PRIVATE INDUSTRY COUNCIL) PORTLAND, OR

Responsible for training participants in effective job search and personal skill building techniques, testing and interviewing individuals with employment barriers to assist them in selecting vocational goals, and placing individuals in appropriate training programs.

1989-
1989

EMPLOYMENT CONSULTANT, SAM BROOKS AND ASSOCIATES, PORTLAND, OREGON

Recruit applicants for private employers job openings. Conduct public speaking presentations, market agency services, interview and select best qualified applicants. Develop and maintain computer listing of resumes, employer job openings and hires.

1989-
1987

EMPLOYMENT DEVELOPER/EMPLOYMENT SPECIALIST, AFS-NORTH PORTLAND BRANCH

Interveiw participants,provide information on JOBS Program, Develop employment place-ments plans, Coordinates training plans/work experience. Analyze employment labor market daily for vocational training for JOBS part-icipants. Prepare Employment Search Agendas, Organizes employment search workshop curri-culum covering Goal-Setting, Resume-Writing, Time Management, Leadership, Job Search/App-lication Completion, Career Development,Self Awareness, and Self-Motivation(Positive Att-itude). Make presentations to employers, civic groups, and general public explaining the JOBS program. Prepare monthly progress reports to JOBS Supervisor, Branch manager, and Region Office on Job Development activ-ities for low-income clients in N. Portland and St. Johns area.

1986-
1986

INTAKE ASSISTANT(VOLUNTEER),OFFICE OF THE GOVERNOR'S CITIZEN REPRESENTATIVE,STATE CAPI TOL, SALEM,OREGON

Took inquiries from citizens,verify inform-ation, screen telephone messages and direct them to the appropriate agency represent-ative. Performed other assigned duties per Citizen Rep directions.

1987-
1985

ADMINISTRATIVE SUPPORT SPECIALIST/INDUSTRIAL/ INFORMATION SPECIALIST/REPORTS AND ANALYSIS SPECIALIST, 142 SECURITY POLICE FLIGHT(ORANG)PORTLAND ANGB, PORTLAND,OREGON

Perform adminstrative functions such as pro-cess file, extract information, develop procedures for Reports and Analysis Operat-ions, prepare written reports. agendas, con-duct research and written reccommendations. Review incidents and complaint reports for compliance with policy guidelines and proof-read same. Present results of written report and make presentations to Top Management. Prepare Training Manuals for the Law Enfor-cement Flight Personnel.

1985-
1984

SECURITY SPECIALIST, OLAD 142 FIG/SP(ORANG) KLAMATH FALLS, OREGON

Provide physical protection of assigned mil-itary aircraft on base, prepare written

reports, monitor alarm panels. and duty assignment logs.

1984-
1982

EMPLOYMENT DEVELOPER/INTERVIEWER, DIST JOB SERVICE 7/5, WICHITA, KANSAS

Interveiw veteran applicants to determine qualifications for referrals using TJTC, JOBS CORPS, Private Industries, SRS Job Training, Veteran's Admin, and other job -related resources in the community. Interact with participant through good caseload management.

Meeting Date: AUG 29 1991 SEP 1 2 1991

Agenda No.: R-4 R-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: TRANSFER OF SEIZED PROPERTY TO SCHOOL DISTRICT

BCC Informal _____ BCC Formal _____
(date) (date)

DEPARTMENT SIU DIVISION SHERIFF

CONTACT Deputy Dennis Fitz TELEPHONE 251-2456

PERSON(S) MAKING PRESENTATION Resolution

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: One Minute

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

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

Mr. Al Mann, teacher of a photography class at the Orient Elementary Grade School, has requested that the Multnomah County Sheriff's Office provide his class with any excess or unusable cameras which have been seized by the Multnomah County Sheriff's Office.

Section III. B. of Multnomah County Ordinance 676 allows for the transfer of forfeited property to a "Government Agency" other than a law enforcement agency by approval by the Resolution of Multnomah County Board of Commissioners upon recommendation of the sheriff.

(If space is inadequate, please use other side) (See Reverse Side)

all copy to
Dennis Fitz

SIGNATURES:

ELECTED OFFICIAL x

Or

DEPARTMENT MANAGER [Signature]

(All accompanying documents must have required signatures)

MULTNOMAH COUNTY
OREGON
1991 AUG 20 PM 2 01
COUNTY COMMISSIONER

The cameras will be used by the photography class to learn the various techniques of photography and the students will disassemble the cameras and learn the internal workings of the cameras.

It should be emphasized that these cameras are not being used by the sheriff's office. Transferring these cameras to Orient Grade School will be more valuable then to sell them at auction.

Attached is a list of the cameras tobe transferred to Orient School.

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Transfer of Certain
Forfeited Property to Orient Elementary Grade School

RESOLUTION 91-132

WHEREAS, Multnomah County Sheriff's Office has, through civil forfeiture laws, obtained right, title, and interest to certain personal property more particularly described in Exhibit A attached hereto; and

WHEREAS, Multnomah County Ordinance No. 676 allows for the transfer of forfeited property to any government agency within the State of Oregon for a public purpose, and

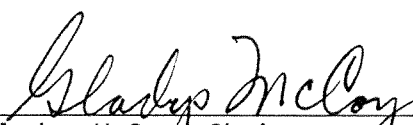
WHEREAS, the Sheriff of Multnomah County recommends that the property described in Exhibit A be transferred to Orient Elementary Grade School, who shall use the same for the following described public purpose;

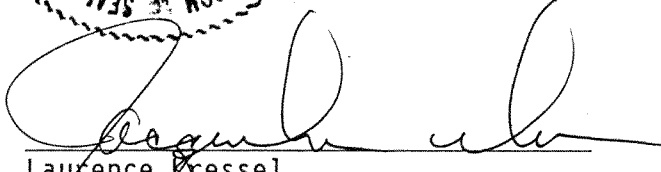
The excess and/or unusable cameras, which are not being used by the Multnomah County Sheriff's Office, will be used by a photography class at the Orient Elementary Grade School to learn the various techniques of photography. The students will also disassemble the cameras and learn the internal workings of cameras.

THEREFORE BE IT RESOLVED, that the property described in Exhibit A attached hereto be transferred to Orient Elementary Grade School.

ADOPTED this 12th day of September, 1991.




Gladys McCoy, Chair
Multnomah County, Oregon


Laurence Kressel
County Counsel

2824-ASIU

EXHIBIT A

1. One Minolta X-570 Model 35mm Camera
2. One Kodak VR35 35mm Camera, S/N 256628
3. One Argus/Cosina STL1000 35mm Camera, S/N 2310015
(Some parts of camera missing)
4. One Konica Autoflex A3 35mm Camera, S/N 742601.
5. One Bell & Howell Auto 35/Reflex 35mm Camera, S/N 218289
6. One Minolta SRT 102 35mm Camera, S/N 2092659
7. One Cannon AV-1 35mm Camera, S/N 132570
8. One Olympus OM10 35mm Camera, S/N 1744392
9. One Minolta SRT 201 35mm Camera, S/N 1641673
10. One Vivitar 70-150mm lens, S/N 22740152
11. One Kako Strobe
12. One Pentax AF160 Strobe
13. One Minolta Auto 25 Strobe
14. One Vivitar Auto 271 Strobe
15. One Sunpak Auto 221 Strobe

DATE SUBMITTED _____

(For Clerk's Use)
Meeting Date SEP 12 1991
Agenda No. R-2

REQUEST FOR PLACEMENT ON THE AGENDA

SUBJECT: CANCELLATION OF LAND SALE CONTRACT

Informal Only* _____ Formal Only _____

DEPARTMENT DES DIVISION _____

CONTACT Larry Baxter TELEPHONE 248-3590

*NAME(s) OR PERSON(s) MAKING PRESENTATION TO BOARD Larry Baxter

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

1. Request cancellation of Land Sale Contract 15380 between Multnomah County and WILLIAM JAMES under the provisions of ORS 275.180.
2. Purchaser has failed to make monthly payments as required by contract and has failed to pay taxes lawfully assessed and levied against the property.
3. The property, which is located at 3913 NE Grand Ave, has recently been the subject of numerous neighborhood complaints that it is being used as a drug house. On August 16, 1991, it was shown on the 10 o'clock news as the subject of a police raid.
4. Cancellation of the contract will enable the County to demolish the building and dispose of the property as a vacant lot.

[] INFORMATION ONLY [] PRELIMINARY APPROVAL [] POLICY DIRECTION [X] APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 10 MINUTES

IMPACT:

PERSONNEL

[X] FISCAL/BUDGETARY

[X] General Fund

[X] Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: _____

BUDGET/PERSONNEL: _____

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

OTHER FACILITIES MANAGEMENT
(Purchasing, Facilities Management, etc.)

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

*all/dai copy to Larry
Baxter*

BOARD OF
COUNTY COMMISSIONERS
1991 SEP - 3 AM 11:43
MULTNOMAH COUNTY
OREGON

[Handwritten signatures and initials]

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Cancellation of)
Land Sale Contract 15380 between)
Multnomah County, Oregon and) ORDER
WILLIAM JAMES) 91-133
upon Default of Payments and Performance)
of Covenants)

Upon advice of the Tax Title Unit of Multnomah County that the contract purchaser, WILLIAM JAMES, by contract dated July 14, 1986, agreed to purchase the following tax foreclosed property from Multnomah County for the amount of \$3,997.07 upon terms and conditions provided therein:

NORTH IRVINGTON
LOT 10, BLOCK 1

pursuant to authority of ORS 275.180, and that said purchaser is now in default of the terms of said contract in that purchaser has failed to make monthly payments of \$60.00 since August 15, 1986 for a total of \$3,660.00 and that purchaser failed and neglected to pay before delinquency taxes for the years 1987/88, 1988/89, 1989/90 and 1990/91 in the amount of \$2,822.84 plus interest which were lawfully assessed and levied against said property.

It appearing to the Board that ORS 275.220 provides that upon such default or breach of said contract, the Board may cancel said contract:

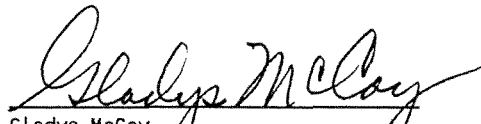
NOW, THEREFORE, it is hereby ORDERED that the subject contract be and is declared CANCELLED.

IT IS HEREBY FURTHER ORDERED that the Multnomah County Tax Collector remove the above property from taxation and cancel all unpaid taxes for the years 1987/88, 1988/89, 1989/90 and 1990/91 in accordance with the provisions of ORS 275.240.

Dated this 12th day of September, 1991.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Gladys McCoy
Multnomah County Chair

REVIEWED:

Laurence Kressel, County Counsel
for Multnomah County, Oregon

By 

Journal

Page

Entered September 12, 1991

BUDGET MODIFICATION NO. DES #7(For Clerk's Use) Meeting Date SEP 12 1991Agenda No. R-3

REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT Environmental ServicesDIVISION TransportationCONTACT Bob PearsonTELEPHONE X3838*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Bob Pearson

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Delete position of Transportation Planning/Operations Supervisor and create position of Administrative Services Officer.

The position of Transportation Planning/Operations Supervisor is being deleted as the person is now the Planning Director. The Division is restructuring responsibilities, and a position of Administrative Services Officer is being created. This position will be responsible for updating the Street Standards policy, permanent funding for Tualatin Basin facilities and lighting districts, drafting changes to county fuel tax ordinance to exempt county vehicles, monitoring Strategic Plan implementation, and other duties as required.

REVENUE IMPACT (Explain revenues being changed and the reason for the change)

None

CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) (Date)

(Specify Fund)

After this modification

\$

Originated By

Date

Department Manager

Date

Larry Nicholas

9/5/91

Paul Giesberg/bkw

9/5/91

Budget Analyst

Date

Personnel Analyst

Date

Shawn McEwen

9/5/91

Donald A Winkley

9/5/91

Board Approval

Date

Rebecca Rogers

9/12/91

FRIDAY, COUNTY WARD T-356 P.02

TOTAL REVENUE CHANGE			TOTAL REVENUE CHANGE
----------------------	--	--	----------------------

BUDGET MODIFICATION NO. NOND-3

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-4

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Nondepartmental DIVISION Chair's Office - Admin.
CONTACT Fred Neal TELEPHONE 2966
* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Fred Neal

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

One-time payment to AOC to provide support for the revenue alternatives project.

Estimated time - 10 minutes

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Funding to pay Multnomah County's assessment from the Association of Oregon counties. This funding is the County's share of the cost of a joint effort with the League of Cities to provide more effective participation by local governments in the statewide discussions over revenue replacement.

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

BOARD OF
COUNTY COMMISSIONERS
1991 SEP - 4 PM 2:07
MULTNOMAH COUNTY
OREGON

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

General Fund Contingency before this modification (as of _____) \$ _____

Date _____
After this modification \$ 0

Originated By Fred Neal Date 8-30-91 Department Director J. Higgins Date 9/3/91
Plan/Budget Analyst Carolyn Meeker Date 8-30-91 Employee Services _____ Date _____
Board Approval Deborah Rogers Date 9/12/91

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY 91 - 92

REVENUE			
TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
TOTAL REVENUE CHANGE										0	0	

Meeting Date: SEP 12 1991

Agenda No.: R-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

An ordinance amending MCC.2.30.640(G), relating to membership and
SUBJECT: operation of the Citizen Budget Advisory Committees

AGENDA REVIEW/

BOARD BRIEFING _____ REGULAR MEETING Sept. 12, 1991
(date) (date)

DEPARTMENT Non-Dept. DIVISION Comm. Kelley

CONTACT Carolyn Marks Bax TELEPHONE x2738

PERSON(S) MAKING PRESENTATION John Legry

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 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):
Change ordinance to specify membership of DHS CBAC as DHS CAB and define
representative positions and terms.

No fiscal impact.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Sharon Kelley

Or

DEPARTMENT MANAGER _____

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
1991 SEP - 5 PM 12:00
MULTNOMAH COUNTY
OREGON

ORDINANCE FACT SHEET

Ordinance Title: An ordinance amending MCC 2.30.640 (G), relating to membership and operation of the Citizen Budget Advisory Committees

Give a brief statement of the purpose of the ordinance (include the rationale for adoption of ordinance, description of persons benefited, other alternatives explored):

Amend membership definition of DHS CBAC to specify membership of DHS CAB as DHS CBAC and define representative positions and terms.

What other local jurisdictions in the metropolitan area have enacted similar legislation?

NA

What has been the experience in other areas with this type of legislation?

NA

What is the fiscal impact, if any?

None

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: Carolyn Mark Bay

Planning & Budget Division (if fiscal impact): _____

Department Manager/Elected Official: Sharon Kelly

Changes

1. Retains the Central Advisory Board (CAB) as the CBAC.
2. Gives the Citizen Involvement Committee the authority to nominate 12 of the 16 members.
3. Gives the Department Director the authority to select the most representative advisory group serving each division and authorizes those groups to each select a member.
3. Designates requirements for each position: 4 members representing advisory committees to the divisions; 4 members representing community organizations; 8 members at-large or consumers. Requires that at least one member live in each Commission district.
4. Gives the CAB (CBAC) the authority to elect its Chair and its representative to the Central CBAC. Limits terms to six years.

This amendment has been endorsed by:

Central Advisory Board (CAB)
All DHS advisory committees
Citizen Involvement Committee
Central Citizen Budget Advisory Committee

(A member of the CAB will be present Thursday to affirm the CAB's endorsement).

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY OREGON

ORDINANCE NO. ____

An ordinance amending MCC 2.30.640 (G), relating to membership and operation of the Citizen Budget Advisory Committees

(Language in brackets [] is to be deleted; underlined language is new)

Multnomah County ordains as follows:

Section I. Findings.

The Board of County Commissioners finds that there is a need for:

1. Establishment of positions and responsibility for nomination of the Department of Human Services Citizen Budget Advisory Committee.

Section II. Amendment

MCC 2.30.640(G) is amended as follows:

- (1) Findings.

The Board of County Commissioners finds that there is a need for:

Page

1 (a) Citizen involvement in the development of the County
2 Budget.

3 (B) Citizen advocacy of budget proposals; and
4

5 (c) Better means of informing citizens concerning county
6 budget problems, processes and proposals.
7

8 (2) Duties.
9

10 There are hereby established Multnomah County Citizen Budget
11 Advisory Committees for the Department of Human Services, the
12 Department of Environmental Services, the Department of Community
13 Corrections, [the Department of General Services,] the Multnomah
14 County Auditor, the Multnomah County Sheriff, the Multnomah County
15 District Attorney, and Multnomah County Non-Departmental Programs,
16 and the Multnomah County Library; provided, however, that the
17 Department of Human Services Citizen Advisory Board shall function
18 as the Department of Human Services Citizen Budget Advisory
19 Committee and the Multnomah County Library Board shall function as
20 the Multnomah County Library Citizen Budget Advisory Committee.
21 The [Department of Human Services Citizen Advisory Board and the]
22 Multnomah County Library Board shall continue as presently
23 constituted, notwithstanding any conflicting provisions of MCC
24 2.30.640 (G) as ammended by Ordinance 662.
25
26

6
The Citizen Budget Advisory Committees are charged to act as
1 advisory committees to all county directors, elected officials,
2 and non-departmental programs. Citizen Budget Advisory Committees
3 will actively participate in county budget development and review,
4 give advice on policy considerations, and participate in
5 operational and strategic planning.
6

7 (3) Membership
8

9 (a) Each Citizen Budget Advisory Committee shall be
10 composed of [at least] seven (7) members appointed by the County
11 Chair upon the approval of the Board of County Commissioners.
12

13 (i) The membership of each Citizen Budget Advisory
14 Committee, excepting as provided under subparagraph's (ii) and
15 (iii) below, shall be as follows:
16

17 Position 1. One (1) citizen nominated by the Citizen
18 Involvement Committee.

19 Position 2. One citizen nominated by the Citizen Involvement
20 Committee.

21 Position 3. One (1) citizen [at-large] nominated by the Citizen
22 Involvement Committee.

23 Position 4. One citizen nominated by the Citizen Involvement
24 Committee.

25 Position 5. One citizen nominated by the Elected Official or
26

Department Director.

1 Position 6. One (1) Citizen Involvement Committee member
2 nominated by the Citizen Involvement Committee.

3 Position 7. One citizen nominated by the Elected Official or
4 Department Head.

5
6 (ii) The Multnomah County Non-Departmental Programs
7 shall have one (1) Citizen Budget Advisory Committee composed of
8 members nominated to the following positions:

9
10 Position 1: One (1) citizen nominated by the Multnomah
11 County Chair.

12 Position 2: One (1) citizen nominated by the Board of
13 County Commissioners.

14 Position 3. One (1) citizen nominated by the Citizen
15 Involvement Committee.

16 Position 4. One (1) citizen nominated by the Citizen
17 Involvement Committee.

18 Position 5. One (1) citizen nominated by the Citizen
19 Involvement Committee.

20 Position 6. One (1) Citizen Involvement Committee member nominated
21 by the Citizen Involvement Committee.

22 Position 7. One (1) citizen selected from nominations by all other
23 non-departmental organizations.

(iii) The Department of Human Services Citizen Budget
Advisory Committee shall be composed of sixteen (16) members
nominated to the following positions:

Position 1. One (1) citizen nominated by the most representative
citizen advisory group serving the Aging Services
Division, as determined by the director of the
Department of Human Services.

Position 2. One (1) citizen nominated by the most representative
citizen advisory group serving the Juvenile Justice
Division, as determined by the director of the
Department of Human Services.

Position 3. One (1) citizen nominated by the most representative
citizen advisory group serving the Social Services
Division, as determined by the director of the
Department of Human Services.

Position 4. One (1) citizen nominated by the most representative
citizen advisory group serving the Health Division,
as determined by the director of the Department of
Human Services.

Position 5. One (1) citizen-at-large or consumer nominated by the
Citizen Involvement Committee.

Position 6. One (1) citizen-at-large or consumer nominated by
the Citizen Involvement Committee.Position 7. One (1)
citizen-at-large or consumer nominated by the
Citizen Involvement Committee.

1 Position 7. One (1) citizen-at-large or consumer nominated by the
2 Citizen Involvement Committee.

3 Position 8. One (1) citizen-at-large or consumer nominated by the
4 Citizen Involvement Committee.

5 Position 9. One (1) citizen who representes key citizen
6 boards or organizations in the human services arena,
7 nominated by the Citizen Involvement Committee.

8 Position 10. One (1) citizen who represents key citizen
9 boards or organizations in the human services arena,
10 nominated by the Citizen Involvement Committee.

11 Position 11. One (1) Citizen Involvement Committee member
12 nominated by the Citizen Involvement Committee.

13 Position 12. One (1) citizen who represents key citizen boards
14 or organizations in the human services arena,
15 nominated by the Citizen Involvement Committee.

16 Position 13. One (1) citizen-at-large or consumer nominated by the
17 Citizen Involvement Committee.

18 Position 14. One (1) citizen-at-large or consumer nominated by the
19 Citizen Involvement Committee.

20 Position 15: One (1) citizen-at-large or consumer nominated by the
21 Citizen Involvement Committee.

22 Position 16: One (1) citizen-at-large or consumer nominated by
23 the Citizen Involvement Committee.

24 At all times at least one member of the Department of Human
25 Services Citizen Budget Advisory Committee shall live in each of
26

the four Commission Districts.

(b) If any Citizen Budget Advisory Committee does not have at least seven (7) members as a result of appointments made pursuant to section (a) above, then the Citizen Involvement Committee may nominate citizens for appointment to fill the vacancies in that department's Budget Advisory Committee.

(c) No person shall be considered for nomination to a Citizen Budget Advisory Committee who does not live in Multnomah County.

(d) Term.

(i) Except as provided in subparagraph (ii) below,
[E]each member shall be appointed by position for a term of three (3) years. No person may serve more than two (2) consecutive terms on any Citizen Budget Advisory Committee.

(ii) To ensure rotating terms, the following terms shall apply to all initial appointments to the Department of Human Services Citizen Budget Advisory Committee:

Positions 1, 4, 7, 9, 13 and 14 shall serve three year terms.

Positions 3, 6, 10 and 15 shall serve two year terms.

Positions 2, 5, 8, 11 and 16 shall serve two year terms.

(e) Vacancies.

1 Vacancies on Citizen Budget Advisory Committees can be declared by
2 the Citizen Involvement Committee, upon the written recommendation
3 of the Citizen Budget Advisory Committee, if a member has missed
4 two consecutive meetings or a majority of meetings held within one
5 year. A vacancy on any Citizen Budget Advisory Committee shall be
6 filled in accordance with the provisions of subsection (a) above.

7 If a vacancy is not filled within 30 days the Citizen Involvement
8 Committee may nominate a citizen for appointment to that vacancy.

9
10 (f) Conflict of interest.

11
12 Any member of a Citizen Budget Advisory Committee who has monetary
13 or investment interest in any matter before their Citizen Budget
14 Advisory Committee shall so inform the membership of the Citizen
15 Budget Advisory Committee. Multnomah County employees shall not be
16 eligible for membership [in the] on a Citizen Budget Advisory
17 Committee .

18
19 (g) Compensation.

20
21 Members shall receive no compensation for serving on a Citizen
22 Budget Advisory Committee.

23
24 (4) Process and Responsibilities.

1 (a) Each Citizen Budget Advisory Committee shall elect its
2 own Chair by the second meeting in each fiscal year.

3 (b) All meetings shall be held in accordance with ORS 192,
4 the Oregon Open Meetings Law.

5 (c) Each Citizen Budget Advisory Committee shall take minutes
6 of its meetings and provide copies of these minutes to
7 each of its members, the Elected Official/Department Head,
8 and to the Office of Citizen Involvement. Each Citizen
9 Budget Advisory Committee shall meet the requirements of
10 ORS 192, the Oregon Public Records Law.

11
12 (d) Each department director, the Multnomah County Auditor,
13 the Multnomah County District Attorney, and the Multnomah
14 County Sheriff will be responsible to assign technical
15 and clerical support for Citizen Budget Advisory
16 Committees. The Non-Departmental Citizen Budget Advisory
17 Committee shall receive technical and clerical support
18 from the Board of County Commissioners and the Office of
19 Citizen Involvement.

20
21 (e) Any variations from the stipulations of this ordinance
22 shall be approved by the Citizen Involvement Committee in
23 writing.

1 (f) The chair of each Citizen Budget Advisory Committee
2 shall report the findings of the Citizen Budget
3 Advisory Committee to the County Chair, the Elected
4 Officials or Department Heads, and to the Office of
5 Citizen Involvement by the dates designated in the
6 Strategic Planning and Budget processes, and to the
7 Board of County Commissioners and the public during the
8 formal hearing process.

9 (5) Central Citizen Budget Advisory Committee.
10

11 (a) Each Citizen Budget Advisory Committee shall select one
12 of its members to serve on the Central Citizen Budget
13 Advisory Committee.
14

15 (b) Appointments to the Central Citizen Budget Advisory
16 Committee will be for one (1) year.
17

18 (c) The Citizen Involvement Committee shall appoint a member
19 at large who will be designated chair of the Central
20 Citizen Budget Advisory Committee.
21

22 (d) The Central Citizen Budget Advisory Committee shall be a
23 steering committee for the Budget Advisory Committees;
24 shall be responsible for coordinating all deadlines,
25 reports and activities of the Citizen Budget Advisory
26

Committee process; shall provide training for Citizen
Budget Advisory Committee members; and shall produce a
report of its recommendations to the Chair, the Board of
County Commissioners and the public.

(e) The Central Citizen Budget Committee responds to the
concerns of the Citizen Budget Advisory Committees and
may reflect the concerns of the public at large.

(f) The Central Citizen Budget Advisory Committee is charged
with making county-wide recommendations to the Chair, the
Board and the public, which may cross departmental lines
and affect one or more departments.

1 ADOPTED this _____ day of _____, 1991, upon passage
2 following the _____ reading.
3
4
5

6 (SEAL)

BOARD OF COUNTY COMMISSIONERS

MULTNOMAH COUNTY

By _____

Gladys McCoy

Multnomah County Chair

12 REVIEWED:
13

14 Larry Kressel, County Counsel
15 for Multnomah County, Oregon
16

17
18 by Matthew O. Ryan
19 Matthew O. Ryan
20
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Page

(iii) The Department of Human Services Citizen Budget
Advisory Committee shall be composed of sixteen (16) members
nominated to the following positions:

Position 1. One (1) citizen nominated by the most representative
citizen advisory group serving the Aging Services
Division, as determined by the director of the
Department of Human Services.

Position 2. One (1) citizen nominated by the most representative
citizen advisory group serving the Juvenile Justice
Division, as determined by the director of the
Department of Human Services.

Position 3. One (1) citizen nominated by the most representative
citizen advisory group serving the Social Services
Division, as determined by the director of the
Department of Human Services.

Position 4. One (1) citizen nominated by the most representative
citizen advisory group serving the Health Division,
as determined by the director of the Department of
Human Services.

Position 5. One (1) citizen-at-large or consumer nominated by the
Citizen Involvement Committee.

Position 6. One (1) citizen-at-large or consumer nominated by
the Citizen Involvement Committee. Position 7. One (1)
citizen-at-large or consumer nominated by the
Citizen Involvement Committee.

the four Commission Districts.

(b) If any Citizen Budget Advisory Committee does not have at least seven (7) members as a result of appointments made pursuant to section (a) above, then the Citizen Involvement Committee may nominate citizens for appointment to fill the vacancies in that department's Budget Advisory Committee.

(c) No person shall be considered for nomination to a Citizen Budget Advisory Committee who does not live in Multnomah County.

(d) Term.

(i) Except as provided in subparagraph (ii) below,
[E]each member shall be appointed by position for a term of three (3) years. No person may serve more than two (2) consecutive terms on any Citizen Budget Advisory Committee.

(ii) To ensure rotating terms, the following terms shall apply to all initial appointments to the Department of Human Services Citizen Budget Advisory Committee:

Positions 1, 4, 7, 9, 13 and 14 shall serve three year terms.

Positions 3, 6, 10 and 15 shall serve two year terms.

Positions 2, 5, 8, 11 and 16 shall serve two year terms.

(e) Vacancies.

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY OREGON

ORDINANCE NO. _____

An ordinance amending MCC 2.30.640 (G), relating to membership and operation of the Citizen Budget Advisory Committees

(Language in brackets [] is to be deleted; underlined language is new)

Multnomah County ordains as follows:

Section I. Findings.

The Board of County Commissioners finds that there is a need for:

1. Establishment of positions and responsibility for nomination of the Department of Human Services Citizen Budget Advisory Committee.

Section II. Amendment

MCC 2.30.640(G) is amended as follows:

- (1) Findings.

The Board of County Commissioners finds that there is a need for:

1 (a) Citizen involvement in the development of the County
2 Budget.

3 (B) Citizen advocacy of budget proposals; and
4

5 (c) Better means of informing citizens concerning county
6 budget problems, processes and proposals.
7

8 (2) Duties.
9

10 There are hereby established Multnomah County Citizen Budget
11 Advisory Committees for the Department of Human Services, the
12 Department of Environmental Services, the Department of Community
13 Corrections, [the Department of General Services,] the Multnomah
14 County Auditor, the Multnomah County Sheriff, the Multnomah County
15 District Attorney, and Multnomah County Non-Departmental Programs,
16 and the Multnomah County Library; provided, however, that the
17 Department of Human Services Citizen Advisory Board shall function
18 as the Department of Human Services Citizen Budget Advisory
19 Committee and the Multnomah County Library Board shall function as
20 the Multnomah County Library Citizen Budget Advisory Committee.
21 The [Department of Human Services Citizen Advisory Board and the]
22 Multnomah County Library Board shall continue as presently
23 constituted, notwithstanding any conflicting provisions of MCC
24 2.30.640 (G) as ammended by Ordinance 662.
25
26

The Citizen Budget Advisory Committees are charged to act as advisory committees to all county directors, elected officials, and non-departmental programs. Citizen Budget Advisory Committees will actively participate in county budget development and review, give advice on policy considerations, and participate in operational and strategic planning.

(3) Membership

(a) Each Citizen Budget Advisory Committee shall be composed of [at least] seven (7) members appointed by the County Chair upon the approval of the Board of County Commissioners.

(i) The membership of each Citizen Budget Advisory Committee, excepting as provided under subparagraph's (ii) and (iii) below, shall be as follows:

Position 1. One (1) citizen nominated by the Citizen Involvement Committee.

Position 2. One citizen nominated by the Citizen Involvement Committee.

Position 3. One (1) citizen [at-large] nominated by the Citizen Involvement Committee.

Position 4. One citizen nominated by the Citizen Involvement Committee.

Position 5. One citizen nominated by the Elected Official or

Department Director.

1 Position 6. One (1) Citizen Involvement Committee member
2 nominated by the Citizen Involvement Committee.

3 Position 7. One citizen nominated by the Elected Official or
4 Department Head.

5
6 (ii) The Multnomah County Non-Departmental Programs
7 shall have one (1) Citizen Budget Advisory Committee composed of
8 members nominated to the following positions:

9
10 Position 1: One (1) citizen nominated by the Multnomah
11 County Chair.

12 Position 2: One (1) citizen nominated by the Board of
13 County Commissioners.

14 Position 3. One (1) citizen nominated by the Citizen
15 Involvement Committee.

16 Position 4. One (1) citizen nominated by the Citizen
17 Involvement Committee.

18 Position 5. One (1) citizen nominated by the Citizen
19 Involvement Committee.

20 Position 6. One (1) Citizen Involvement Committee member nominated
21 by the Citizen Involvement Committee.

22 Position 7. One (1) citizen selected from nominations by all other
23 non-departmental organizations.

(iii) The Department of Human Services Citizen Budget Advisory Committee shall be composed of sixteen (16) members nominated to the following positions:

Position 1. One (1) citizen nominated by the most representative citizen advisory group serving the Aging Services Division, as determined by the director of the Department of Human Services.

Position 2. One (1) citizen nominated by the most representative citizen advisory group serving the Juvenile Justice Division, as determined by the director of the Department of Human Services.

Position 3. One (1) citizen nominated by the most representative citizen advisory group serving the Social Services Division, as determined by the director of the Department of Human Services.

Position 4. One (1) citizen nominated by the most representative citizen advisory group serving the Health Division, as determined by the director of the Department of Human Services.

Position 5. One (1) citizen-at-large or consumer nominated by the Citizen Involvement Committee.

Position 6. One (1) citizen-at-large or consumer nominated by the Citizen Involvement Committee.

1 Postion 7. One (1) citizen-at-large or consumer nominated by the
2 Citizen Involvement Committee.

3 Position 8. One (1) citizen-at-large or consumer nominated by the
4 Citizen Involvement Committee.

5 Position 9. One (1) citizen who representes key citizen
6 boards or organizations in the human services arena,
7 nominated by the Citizen Involvement Committee.

8 Position 10. One (1) citizen who represents key citizen
9 boards or organizations in the human services arena,
10 nominated by the Citizen Involvement Committee.

11 Position 11. One (1) Citizen Involvement Committee member
12 nominated by the Citizen Involvement Committee.

13 Position 12. One (1) citizen who represents key citizen boards
14 or organizations in the human services arena,
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16 Position 13. One (1) citizen-at-large or consumer nominated by the
17 Citizen Involvement Committee.

18 Position 14. One (1) citizen-at-large or consumer nominated by the
19 Citizen Involvement Committee.

20 Position 15: One (1) citizen-at-large or consumer nominated by the
21 Citizen Involvement Committee.

22 Position 16: One (1) citizen-at-large or consumer nominated by
23 the Citizen Involvement Committee.

24 At all times at least one member of the Department of Human
25 Services Citizen Budget Advisory Committee shall live in each of
26

the four Commission Districts.

(b) If any Citizen Budget Advisory Committee does not have at least seven (7) members as a result of appointments made pursuant to section (a) above, then the Citizen Involvement Committee may nominate citizens for appointment to fill the vacancies in that department's Budget Advisory Committee.

(c) No person shall be considered for nomination to a Citizen Budget Advisory Committee who does not live in Multnomah County.

(d) Term.

(i) Except as provided in subparagraph (ii) below,
[E]ach member shall be appointed by position for a term of three (3) years. No person may serve more than two (2) consecutive terms on any Citizen Budget Advisory Committee.

(ii) To ensure rotating terms, the following terms shall apply to all initial appointments to the Department of Human Services Citizen Budget Advisory Committee:

Positions 1, 4, 7, 9, 13 and 14 shall serve three year terms.

Positions 3, 6, 10 and 15 shall serve two year terms.

Positions 2, 5, 8, 11 and 16 shall serve one year terms.

(e) Vacancies.

1 Vacancies on Citizen Budget Advisory Committees can be declared by
2 the Citizen Involvement Committee, upon the written recommendation
3 of the Citizen Budget Advisory Committee, if a member has missed
4 two consecutive meetings or a majority of meetings held within one
5 year. A vacancy on any Citizen Budget Advisory Committee shall be
6 filled in accordance with the provisions of subsection (a) above.

7 If a vacancy is not filled within 30 days the Citizen Involvement
8 Committee may nominate a citizen for appointment to that vacancy.
9

10 (f) Conflict of interest.
11

12 Any member of a Citizen Budget Advisory Committee who has monetary
13 or investment interest in any matter before their Citizen Budget
14 Advisory Committee shall so inform the membership of the Citizen
15 Budget Advisory Committee. Multnomah County employees shall not be
16 eligible for membership [in the] on a Citizen Budget Advisory
17 Committee .
18

19 (g) Compensation.
20

21 Members shall receive no compensation for serving on a Citizen
22 Budget Advisory Committee.
23

24 (4) Process and Responsibilities.
25
26

- 1 (a) Each Citizen Budget Advisory Committee shall elect its
2 own Chair by the second meeting in each fiscal year.
- 3 (b) All meetings shall be held in accordance with ORS 192,
4 the Oregon Open Meetings Law.
- 5 (c) Each Citizen Budget Advisory Committee shall take minutes
6 of its meetings and provide copies of these minutes to
7 each of its members, the Elected Official/Department Head,
8 and to the Office of Citizen Involvement. Each Citizen
9 Budget Advisory Committee shall meet the requirements of
10 ORS 192, the Oregon Public Records Law.
- 11
- 12 (d) Each department director, the Multnomah County Auditor,
13 the Multnomah County District Attorney, and the Multnomah
14 County Sheriff will be responsible to assign technical
15 and clerical support for Citizen Budget Advisory
16 Committees. The Non-Departmental Citizen Budget Advisory
17 Committee shall receive technical and clerical support
18 from the Board of County Commissioners and the Office of
19 Citizen Involvement.
- 20
- 21 (e) Any variations from the stipulations of this ordinance
22 shall be approved by the Citizen Involvement Committee in
23 writing.
- 24
- 25
- 26

1 (f) The chair of each Citizen Budget Advisory Committee
2 shall report the findings of the Citizen Budget
3 Advisory Committee to the County Chair, the Elected
4 Officials or Department Heads, and to the Office of
5 Citizen Involvement by the dates designated in the
6 Strategic Planning and Budget processes, and to the
7 Board of County Commissioners and the public during the
8 formal hearing process.

9 (5) Central Citizen Budget Advisory Committee.
10

11 (a) Each Citizen Budget Advisory Committee shall select one
12 of its members to serve on the Central Citizen Budget
13 Advisory Committee.
14

15 (b) Appointments to the Central Citizen Budget Advisory
16 Committee will be for one (1) year.
17

18 (c) The Citizen Involvement Committee shall appoint a member
19 at large who will be designated chair of the Central
20 Citizen Budget Advisory Committee.
21

22 (d) The Central Citizen Budget Advisory Committee shall be a
23 steering committee for the Budget Advisory Committees;
24 shall be responsible for coordinating all deadlines,
25 reports and activities of the Citizen Budget Advisory
26

1 Committee process; shall provide training for Citizen
2 Budget Advisory Committee members; and shall produce a
3 report of its recommendations to the Chair, the Board of
4 County Commissioners and the public.

5 (e) The Central Citizen Budget Committee responds to the
6 concerns of the Citizen Budget Advisory Committees and
7 may reflect the concerns of the public at large.

8
9 (f) The Central Citizen Budget Advisory Committee is charged
10 with making county-wide recommendations to the Chair, the
11 Board and the public, which may cross departmental lines
12 and affect one or more departments.

1 ADOPTED this _____ day of _____, 1991, upon passage
2 following the _____ reading.
3
4
5

6 (SEAL)

BOARD OF COUNTY COMMISSIONERS

7 MULTNOMAH COUNTY

8 By _____

9 Gladys McCoy

10 Multnomah County Chair
11

12 REVIEWED:

13
14 Larry Kressel, County Counsel
15 for Multnomah County, Oregon
16

17
18 by 
19 Matthew O. Ryan
20
21
22
23
24

25 9/9/91
26

Meeting Date: SEP 12 1991

Agenda No.: R-6

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: County hiring freeze

AGENDA REVIEW/ Sept. 10, 1991
BOARD BRIEFING _____
(date)

REGULAR MEETING Sept. 12, 1991
(date)

DEPARTMENT non-departmental

DIVISION _____

CONTACT Mike Delman/Comm. Hansen TELEPHONE 248-5219

PERSON(S) MAKING PRESENTATION Commissioner Gary Hansen

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 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):

Rationale for action:

To establish a selective hiring freeze and procedures to govern hiring.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Gary Hansen

Or

DEPARTMENT MANAGER _____

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
1991 SEP - 5 PM 2:27
MULTNOMAH COUNTY
OREGON

ORDINANCE FACT SHEET

Ordinance Title: An Ordinance establishing a selective hiring freeze and procedures to govern hiring for general fund supported positions and declaring an emergency.

Give a brief statement of the purpose of the ordinance (include the rationale for adoption of ordinance, description of persons benefited, other alternatives explored):
Due to budget modifications to reduce expenditures lower than budgeted to offset the budget deficit, a selective hiring freeze and procedures to govern hiring is necessary.

What other local jurisdictions in the metropolitan area have enacted similar legislation?

Not researched thoroughly

What has been the experience in other areas with this type of legislation?

Not researched thoroughly

What is the fiscal impact, if any?

\$2.8 million, dependent upon approved exemptions

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1991 SEP - 6 PM 12:02

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: Mike Delman

Planning & Budget Division (if fiscal impact): David C. Sharrer

Department Manager/Elected Official: Gary Hancock

1 BEFORE THE BOARD OF COMMISSIONERS
2 FOR THE COUNTY OF MULTNOMAH
3
4

5 ORDINANCE NO. _____
6
7

8 An ordinance establishing a selective hiring freeze and
9 procedures to govern hiring for general fund supported positions
10 and declaring an emergency.
11

12 Multnomah County ordains as follows:

13 Section 1. Findings and Purpose
14
15

16 A. The current budget situation of the county and the
17 anticipated budget situation for the near future requires
18 extreme scrutiny in new hiring and careful review of all
19 staffing levels.
20

21 B. Achieving maximum deployment of existing county
22 personnel and reducing new hiring will minimize the risk of
23 future layoffs.
24
25
26

1 Section 2. Imposition of Selective Hiring Freeze

2
3
4 A. No vacant county position which is supported fully or
5 partially by the general fund shall be filled unless the pos-
6 ition qualifies under exemptions proposed by the chair and
7 accepted by a majority of the Board of County Commissioners.

8 B. For purposes of this ordinance, the term "supported
9 fully or partially by the general fund" shall include but not
10 be limited to:

11
12 (1) all positions funded by the federal - state fund where the
13 position is partially or fully supported by the general fund
14 transfer to the federal - state fund; and

15
16 (2) all positions supported by the recreation fund because of
17 the authority of the Board to modify the ordinance establishing
18 the fund; and

19
20 (3) all positions supported by the library levy fund because
21 savings in budgeted positions may result, at the discretion of
22 the Board, in general fund savings through reduced general fund
23 support of the library; and

24
25 (4) all positions generally understood to be fully or
26 partially supported by the general fund.

Section 3. Establishment of Exemptions by the Chair & Board of
County Commissioners

A. The Chair will propose exemptions to the hiring freeze to be voted upon and accepted by the majority of the Board of County Commissioners. Only requests to fill vacant positions as defined by exemptions will be accepted during the hiring freeze.

B. Until the Board of County Commissioners approves the exemptions, the hiring freeze will be absolute.

Section 4. Adoption

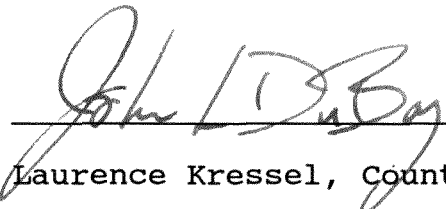
This ordinance, being necessary to help meet the budget crisis facing Multnomah County, an emergency is declared and the Ordinance shall take effect upon its execution by the County Chair, pursuant to Section 5.50 of the Charter of Multnomah County.

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ADOPTED this _____ day of _____, 1991,

By _____
Gladys McCoy, Chair
Multnomah County, Ore.

REVIEWED:



Laurence Kressel, County Counsel
of Multnomah County, Oregon

1

DATE 9/12/91

NAME Deborah Wood - Central City Concern

ADDRESS 209 NW Everett

STREET

Portland

CITY

97209
ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-7

SUBJECT CITERS & Acupuncture

X FOR _____ AGAINST
PLEASE PRINT LEGIBLY!

2

DATE 9/12/91

NAME Kathy Oliver

ADDRESS Outside In 1236 SW Salmon
STREET

PHd, Or 97205
CITY ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-7

SUBJECT Budget

____ FOR _____ AGAINST
PLEASE PRINT LEGIBLY!

3

DATE 9/12/91

NAME Penelope Leimer

ADDRESS 3127 NE Klickitat St.

STREET

Bia

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-7

SUBJECT Outside In

_____ FOR _____ AGAINST

PLEASE PRINT LEGIBLY!

4

DATE 9/12/91

NAME Phuck Currie

ADDRESS 329 SE 28TH

STREET PDX, OR 97214

CITY ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-7

SUBJECT Budget cuts.

FOR AGAINST

PLEASE PRINT LEGIBLY!

5

DATE 9/12/91

NAME PATRICK DONALDSON

ADDRESS 221 NW Second St

STREET

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R7

SUBJECT _____

_____ FOR _____ AGAINST

PLEASE PRINT LEGIBLY!

#

60

DATE

Sept 12 '91

NAME

Matthew Witt

ADDRESS

1511 NW 32nd

STREET

Port. R 97210

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R-17

SUBJECT

Chiefs Program funding

FOR

AGAINST

PLEASE PRINT LEGIBLY!

#

7

DATE

9/12/91

NAME

Arlene Collins

ADDRESS

AFSCME

STREET

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R7

SUBJECT

Budget

FOR

AGAINST

PLEASE PRINT LEGIBLY!

8

DATE 9/12/91

NAME Winnie Francis

ADDRESS 622 NE Tillamook

STREET

97212

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # Bus. Tax

SUBJECT Business Tax

X FOR _____ AGAINST
PLEASE PRINT LEGIBLY!

9

DATE 9-12-91

NAME ROBB M SIMONS

ADDRESS P.O. Box 22221

STREET

MILWAUKEE OR

97222

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R7

SUBJECT PUBLIC SAFETY BUDGET REDUCTIONS

 FOR ☒ AGAINST

PLEASE PRINT LEGIBLY!

#

10

DATE

9/12/91

NAME

Russ Larrick

ADDRESS

3144 M.E. 43

STREET

CITY

port97213

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

SUBJECT

Budget Tax

FOR

AGAINST

PLEASE PRINT LEGIBLY!

11

DATE 9-12-91

NAME Susan D. Muzzarelli

ADDRESS 555 SE Ash

STREET Portland Or

CITY 97216

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # 7A

SUBJECT Budget Cuts Justice System

— FOR — AGAINST

PLEASE PRINT LEGIBLY!

MANNIE DEERON

12

DATE

9/12/91

NAME

Manny Deeron

ADDRESS

581 S. E. Carroll Dr.

STREET

Delaware

01

97867

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

SUBJECT

Proper new program (P.C.T.)

FOR

AGAINST

PLEASE PRINT LEGIBLY!

Date Submitted September 5, 1991

Meeting Date
Agenda No.

SEP 12 1991

R-7

REQUEST FOR PLACEMENT ON THE AGENDA

Subject Budget Modifications to Balance General Fund

Informal Only

Formal Only September 12, 1991

DEPARTMENT All Departments Affected DIVISION

CONTACT David Warren

TELEPHONE 248-3822

Brief Summary

Budget Modifications to reduce expenditures or increase other revenues to offset revenues lower than budgeted and to balance the 1991-92 budget

Action Requested:

☐ Information Only ☐ Preliminary Approval ☐ Policy Direction ☒ Approval

Estimated Time Needed on Agenda

IMPACT:

☐ Personnel
☐ Fiscal/Budgetary
☐ General Fund
☐ Other

SIGNATURES

Department Manager

Budget/Personnel

County Counsel

Other

[Signature]
David C. Warren

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1991 SEP - 5 AM 9:36

PND MOD Number	ACROSS-THE-BOARD CUTS, 9/12/91 Budget Modification	Sept. 5, 1991	
		Increases (Decreases) GF Contingency	Department Subtotal
DHS-5	Reduces Administration by savings from vacant department director position.	44,208	
DHS-6	Reduces Aging Services/Community Action .27 PDS, Temporary, and M&S	34,456	
DHS-7	Reduces Aging Services/Public Guardian 1 Dep. Guardian and 0.5 OA. Total reduction is \$53,673.	19,853	
DHS-8	Reduces Aging Services community services contracts	14,069	
DHS-9	Reduces Aging Services long term care M&S	15,140	
DHS-10	Reduces Aging Services/Administration 3.84 positions, total reduction of \$155,732	75,440	
DHS-11	Eliminates needle exchange support in Health Services	25,000	
DHS-12	Reduces Health Services/Specialty Care 2.2 positions, PIVOT, and other specialty care contracts \$98,045, increases fees. INCLUDES REVENUE INCREASE	158,305	
DHS-13	Reduces Health Services/Primary Care Clinics 8 positions. Total reduction \$409,725	330,624	
DHS-14	Reduces Health Services/Field Services 3.3 positions	155,844	
DHS-15	Reduces Health Services/Dental Services 1 dentist and 1.5 dental asst/receptionists.	102,905	
DHS-16	Reduces Health Services/Support Services and Health Systems 2.2 positions and M&S	155,860	
DHS-17	Reduces Health Services/Regulatory Health 1 Sanitarian	48,988	
DHS-18	Reduces Corrections Health 1.5 nurses and Prof. Svcs	166,266	
DHS-19	Reduces Social Services/Administration 1.83 Fiscal Asst/Sr. positions	65,000	
DHS-20	Reduces Social Services/Developmental Disability .4 Case Manager and .5 Case Mgr Asst. positions	38,902	
DHS-21	Reduces Social Services/Mental & Emotional Disability .92 Prog Dev. Spec	41,731	

ACROSS-THE-BOARD CUTS, 9/12/91		Sept. 5, 1991	
BUD MOD	Budget Modification		Department
Number		Increases (Decreases) GF Contingency	Subtotal
DHS-22	Reduces Social Services/Child & Adolescent Mental Health .42 Mental Hlth Cons. position and contracts 3.5%	92,798	
DHS-23	Reduces Social Services/Alcohol and Drug, eliminates CHIERS funding, reduces acupuncture 50% and other contracts 3.5%	197,085	
DHS-24	Reduces Social Services/Youth Program Office contracts 3.5%, cuts salary savings, M&S, and capital from Operations	92,484	
DHS-25	Reduces Juvenile Justice/Detention 2 Groupworker positions	85,620	
DHS-26	Reduces Juvenile Justice/Counseling 4 Counselors	153,489	
DHS-27	Cuts computer equipment in Juv. Justice/Info Systems	19,800	
DHS-28	Reduces Juvenile Justice/Administration 1 Comm Educ. Spec position and M&S.	49,091	
SUBTOTAL DHS			2,182,958
DCC-2	Reduces administrative functions in DCC, shifts 40% of Director salary to F/S fund, cuts .5 Corr. Tech., 1 Admin Sec., downgrades Admin Sec to OA2, cuts M&S	105,484	
DCC-3	Shifts 4.5 Probation/Parole Officers to F/S funding	162,224	
DCC-4	Program reductions in levy fund budget - delays hiring of 3 positions until January, reduces support of A&D clients.	116,020	
SUBTOTAL COMMUNITY CORRECTIONS			383,728
DA - 3	Reduces staff assigned to prosecution of property crimes. Seven Deputy District Attorneys, three support staff.	390,713	
SUBTOTAL DISTRICT ATTORNEY			390,713
MCSO - 1	Adds Federal Marshal revenue from leasing additional 20 jail beds REVENUE INCREASE	492,641	
MCSO - 2	Reduces PERS rate for sworn officers by two percent	376,720	
MCSO - 3	Reduces 40 jail beds at MCRC; 5 FTE	171,081	
MCSO - 4	Cuts 5 CO Supervisors at MCIJ	179,732	

ACROSS-THE-BOARD CUTS, 9/12/91		Sept. 5, 1991	
BUD MOD	Budget Modification	Increases (Decreases)	Department
Number		GF Contingency	Subtotal
MCSO - 5	Cuts 7 FTE; Supervision of work crews at MCIJ	241,181	
MCSO - 6	Reduces two dorms (100 jail beds) at MCIJ; 13 FTE	605,778	
MCSO - 7	Cuts a Patrol Sgt and two Civil Deputies from Law Enforcement	121,499	
MCSO-8	Cuts salary savings from vacancies	274,672	
	SUBTOTAL SHERIFF		2,463,304
DES-2	Assessment and Taxation will impose a \$3 fee for trimester tax statements. REVENUE INCREASE	420,000	
DES-3	Reduces A&T Personal Property Tax collector (vacant), Professional Services, Postage, and capital	151,713	
DES-4	Reduces DES Administration by delaying hiring of a Fin Spec 2, and reducing M&S	15,464	
DES-5	Cuts vacant Planner from Planning	44,235	
DES-6	Cuts Admin Spec in Elections, delays hiring 1 OA2 and Comm Info Spec, and eliminates voter registration drives.	87,019	
DES-8	Reduces Facilities Mgmt 1 Elect Supv (vacant) and contracts for Asbestos Abatement	295,819	
DES-9	Reduces Facilities Mgmt/C.I.P. deferrable capital equipment and projects	146,888	
DES-10	Reduces Facilities Mgmt/Inverness Jail .5 custodian, utilities and supplies	67,342	
DES-11	Reduces Animal Control to self-supporting level 4/92 (BUD MOD NOT COMPLETE AS OF 9/5/91)	300,000	
	SUBTOTAL ENVIRONMENTAL SERVICES		1,528,480
DLS-2	Reduces library hours 28% to 32% compared to 90-91, Cuts staff, vacant positions, and Materials & Services.	900,000	
	SUBTOTAL LIBRARY		900,000

Sept. 5, 1991

ACROSS-THE-BOARD CUTS, 9/12/91

BUD MOD Number	Budget Modification	Increases (Decreases)	Department
		GF Contingency	Subtotal
NOND-2	Cuts GF support of New Development (82,948) and GF svc. reimb. (103,569) – reduces system mtce. Cuts 5 positions – 2 filled, 3 vacant.	185,617	
NOND-4	Reduces allotments to non-County agencies: City/Cour agencies (25,416), Supplements (8,449), BIT transfer to east county cities (250,000)	283,865	
NOND-5	Cuts Planning & Budget one Fin Spec 2	31,800	
NOND-6	Cuts Finance 1 Fisc Spec 1 and M&S	60,612	
NOND-7	Cuts Auditor Temporary, fringe, M&S, and Capital	14,645	
NOND-9	Cuts Employee Services .25 Emp. Spec 1, .75 OA1, and M&S	30,246	
NOND-10	Cuts Labor Relations Professional Services	10,834	
NOND-11	Cuts Purchasing/Stores Supplies and Capital Outlay	35,347	
NOND-12	Cuts County Counsel .42 Law Clerk, .16 Office Mgr., and \$3,335 Education & Training	25,943	
NOND-13	Reduces appropriation for interest payments on T.A.N.'s to reflect actual rates	197,000	
NOND 14	Reduces Board Clerk Professional Services	4,146	
NOND-15	Reduces Affirmative Action Professional Services, Local Travel, and Dues & Subscriptions	2,562	
NOND-16	Reduces Citizen Involvement Personal Services	4,769	
SUBTOTAL NONDEPARTMENTAL			887,386
TOTAL ALL PROPOSALS			8,736,569
REVENUE 1	Reduces estimated revenues to General Fund for 1991-92 to better reflect current estimates: BWC reduced (\$3,127,640) BIT reduced (\$7,878,891) Property Tax increased \$2,269,962		(8,736,569)



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
2115 S.E. MORRISON
PORTLAND, OREGON 97214
(503) 248-5000

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

DEPARTMENT OF ENVIRONMENTAL SERVICES PROPOSED 1991/92 BUDGET REDUCTIONS

SUMMARY

MANDATED SERVICES **\$ 658,732**

Assessment and Taxation

Additional Revenue:

2nd & 3rd Trimester Billing Fee/ Delinquent Fees	420,000
-----------------------------------------------------	---------

Subtotal Revenues	420,000
-------------------	---------

Expenditure Reductions:

Delete vacant Personal Property Tax Collection position	34,713
Reduce professional services/postage	34,000
Deferred purchase of capital equipment	83,000

Subtotal Expenditure Reductions	151,713
---------------------------------	---------

Total from Assessment & Taxation	\$571,713
---------------------------------------------	------------------

Elections

Delete vacant Administrative Spec./ Delay hire of OA2 and Comm. Info. Spec.	78,247
-----------------------------------------------------------------------------------	--------

Eliminate temporary help for voter registration drives	8,772
-----------------------------------------------------------	-------

Total from Elections	\$ 87,019
-----------------------------	------------------

DES Budget Reductions
Page Two

SUPPORT SERVICES

\$458,171

DES Administration

Delay hire of Financial Spec. until October 1, 1991	12,964
Decrease Education & Training	1,000
Decrease misc. Materials & Services	<u>1,500</u>
Total from DES Administration	\$15,464

Facilities and Property Management

Delete vacant Electrical Supervisor	39,473
Reduce Asbestos Abatement program	256,346
Reduce misc. Materials & Services	1,328
Delete deferrable capital improvement projects	<u>145,560</u>
Total from Facilities and Property Mgt.	\$442,707

ENVIRONMENTAL SERVICES

\$544,235

Land Use Planning

Delete vacant Planner position	<u>44,235</u>
Total from Land Use Planning	\$ 44,235

Animal Control

DES recommends fully funding the Animal Control program, pursuant to the 1991/92 Adopted Budget, through March 31, 1992 and to reduce countywide Animal Control services to a self-supporting, Basic Service Level effective April 1, 1992. In the interim, DES urges the County to enter into collaborative discussions with the cities of Multnomah County to develop a stable, long-term cost-sharing agreement for the continued provision of full Animal Control services within the urban areas of Multnomah County. (See attached memo from Mike Oswald, dated September 3, 1991, for further details.)

Total from Animal Control	\$300,000
----------------------------------	------------------

RECREATION FUND

DES has identified approximately \$200,000 in deferrable capital expenditures and operational costs in the Recreation Fund and recommends that these funds be committed to increase the 1991/92 transfer amount from the Recreation Fund to the General Fund. This budget action cannot be accomplished through the regular budget modification process and will require instead approval by the Board of a Supplemental Budget for the Recreation Fund. Preparation of the supplemental budget document is in process, and will be forwarded to the Board of County Commissioners for Board action as soon as possible.

Total from Recreation Fund **\$200,000 (approximate)**

TOTAL DES GENERAL FUND BUDGET REDUCTION: **\$ 1,661,138***

* An additional reduction of \$67,342 is proposed from Facilities Manangement for DES's proportionate share of reductions in the Jail Levy Fund. This cut reflects the Sheriff's proposal to not open two dorms in the Inverness Jail Complex, eliminating a .5 FTE Custodian position and a reduction in utilities and supplies.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
ANIMAL CONTROL DIVISION
24450 W. COLUMBIA HWY.
TROUTDALE, OREGON 97060-1093
(503) 667-7387

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

M E M O R A N D U M

TO: Betsy Williams, Acting Director
Department of Environmental Services

FROM: *mb*
Mike Oswald, Director
Animal Control Division

DATE: September 3, 1992

SUBJECT: FY91-92 Budget Modification: Reduce the General Fund
Support to Animal Control by \$300,000

PROPOSAL

In order to reduce the General Fund support to the FY91-92 Animal Control budget, I recommend that we provide full services for the first three quarters of FY91-92. Effective April 1, 1992, we would implement a new Basic Service Level budget for the remainder of FY91-92. This strategy would return \$300,000 to the General Fund in FY91-92. In addition, at the Board's direction, we could immediately enter into a collaborative discussion with the cities to develop a stable, long-term, cost-sharing agreement for the continued provision of full Animal Control services. If we successfully forge an intergovernmental partnership prior to April 1, appropriate Animal Control service levels can continue, and we can avert the Basic Service Level budget.

PROPOSAL OBJECTIVES

1. Provide all county residents with full Animal Control services through March 31, 1992.
2. Return \$300,000 to the General Fund in FY91-92.
3. Collaborate with the cities to develop a stable, effective, and long-term strategy for delivering Animal Control services throughout Multnomah County by March 31, 1992.
4. Implement the Basic Service Level budget on April 1, 1992.



"Be A Responsible Pet Owner:
License, Leash, Spay or Neuter"

Budget Mod MEMO
September 3, 1991
page 2

BUDGET SUMMARY

The FY91-92 Animal Control Division Budget:	\$1,988,994
Projected Expenditures through March 1992:	\$1,500,000
Unexpended Budget at the end of 3rd Quarter:	\$ 488,994

BASIC SERVICE LEVEL BUDGET

4th Quarter Projected Expenditures	\$ 188,994
------------------------------------	------------

<u>Expenditures</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
Personal Services	\$40,998	\$40,998	\$40,998	\$ 122,994
Materials & Svcs	\$22,000	\$22,000	\$22,000	\$ 66,000
<u>Total</u>	<u>\$62,998</u>	<u>\$62,998</u>	<u>\$62,998</u>	<u>\$ 188,994</u>

<u>General Fund Savings</u>	<u>\$ 300,000</u>
-----------------------------	-------------------

BASIC SERVICE LEVEL

The Basic Service Level is essentially the FY91-92 Proposed Budget.

A. Basic Service Level Objectives

1. Manage an animal shelter that accepts stray, unwanted, and abandoned animals; and, provide humane, sanitary, and temporary care.
2. Investigate and quarantine animals that have bitten any person or are suspect of rabies.
3. Administer a county-wide pet license registration system for all dogs, cats, and animal facilities.
4. Remove dead animals off of all streets and public property.

B. Service Objectives ELIMINATED

1. 24 hr/day response to immediate public safety emergencies involving dangerous animals.
2. 24 hr/day rescue services for animals involved in life-threatening emergencies.
3. Protect the public from serious injury by regulating the ownership of dogs that have demonstrated potentially dangerous behavior.
4. Investigate reported non-emergency cases of animal abuse, abandonment, mistreatment, and neglect.
5. Impound stray dogs being held by people at their homes or businesses.
6. Provide animal nuisance ordinance enforcement services.
7. Promote and enforce pet licensing.

Budget Mod MEMO
September 3, 1991
page 3

8. Motivate the community to greater responsible pet and ownership by providing effective educational motivational programs for adults and children.
9. Provide a low-cost spay/neuter subsidy program for all dog and cat owners in Multnomah County.

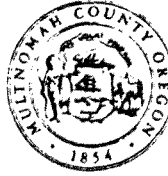
C. Staffing Levels

Staffing levels will be reduced from the current forty-three to twelve. The following positions would be funded:

- (4) Office Assistants
- (4) Animal Care Technicians
- (2) Animal Control Officers
- (1) Animal Field Aide
- (1) Program Supervisor

D. Revenue

The Basic Service Level would be funded through license fees, fees for service, and Road fund (dead animal pick-up).



The People's Budget

This budget is based on the \$8,736,569 in cuts which have been submitted to the Board. Thus, what are proposed are changes which delete cuts from the list and changes which provide additional revenue to funds the programs preserved.

Restorations

I. Public Safety

DA-3 (partial): seven prosecutors	\$ 282,655
MCSO-1: 20 marshall beds	\$ 492,641
MCSO-3: 40 Restitution Center beds	\$ 171,081
MCSO-4: Inverness staff	\$ 179,732
MCSO-5: Six Inverness work crews	\$ 241,181
MCSO-6: 100 Inverness beds (with MCSO-4)	\$ 605,778
DHS-25: Juvenile Detention	\$ 85,620
DHS-26: Juvenile Probation	\$ 153,489
DHS-28: Juvenile Employment Training	\$ 49,091

II. Human Services

Nond-4 (partial): PMCOA/MHRC	\$ 8,600
DHS-11: Needle exchange insurance	\$ 25,000
DHS-12: Specialty health care	\$ 158,305
DHS-13: Primary care	\$ 330,624
DHS-14: Field services	\$ 155,844
DHS-15: Dental services	\$ 102,905
DHS-17: Regulatory health	\$ 48,988
DHS-18: Corrections health	\$ 166,266
DHS-20 (partial): DD contracts	\$ 3,480
DHS-21 (partial): MED contracts	\$ 6,731
DHS-22 (partial): OCAMHS except capital	\$ 91,298
DHS-23: A&D contracts	\$ 197,085
DHS-24 (partial): YPO contracts	\$ 62,890

Total Restoration:	\$3,619,284
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Additional revenue

Quarterly B.I.T.	\$2,000,000
Additional vacancies/substantial hiring freeze	\$ 750,000
Reduction of contingency funds	\$ 750,000
Charge road fund for MCSO PUC enforcement	\$ 250,000

Total:	\$3,750,000
--------	-------------

Explanatory Detail

A. Aside from the changes on the previous pages, all other cuts submitted by the managers would be adopted.

B. Quarterly B.I.T. - The auditor will be recommending this procedure in this report in late September/early October. At a meeting with Board Staff on September 9, Gary Blackmer and Dave Warren agreed that a conservative estimate of this one-time only revenue would be \$2 million.

C. Substantial hiring freeze - The value of a full, annual freeze has been estimated at \$2.8 million. There has not been much hiring since July 1. Some budget cut submissions involve cutting vacant positions and delaying hiring, but there remain numerous other vacancies which could be delayed even further or not replaced at all to reach the \$750,000 target. Adopting the ordinance would be a valuable, necessary start.

D. Contingency and reserve funds - The Board currently has \$309,000 in general fund contingency, \$273,000 in the data processing contingency, \$773,000 in the fleet fund, and \$235,000 in the telephone fund. There may also be money in the library contingency available, as well as \$100,000 due to be restored to the general fund contingency when the Education and Training cuts are made. There is also \$210,000 available from the Housing Authority payment-in-lieu-of-taxes debt which is unrestricted. Accordingly, a \$750,000 target could be reached if the restorations were deemed merited.

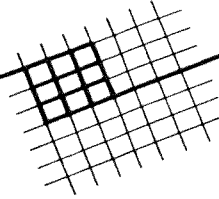
E. PUC/Road Fund - This proposal was originally before the Board in June, and appears merited due to current circumstances.

F. What happens next year - adjustments would need to be made to provide on-going or temporary financial support to continue the programs preserved in this proposal. Some options include: improving B.I.T. collections based on the Auditor report; video poker revenue; reductions in administrative and overhead staffing; sale-leaseback of county sites; City-County arrangements; and County-Metro arrangements.

NEIGHBORHOODS WEST-NORTHWEST

1 8 1 9 Northwest Everett Street Rm. 205
Portland, Oregon 9 7 2 0 9

2 2 3-3331
Multnomah County Board of Commissioners
September 12, 1991



Matt Witt, Treasurer of the Northwest District Association

Major Points For Your Consideration

CHIERS is not primarily a public "safety" program, it is a humane form of public health care. Public inebriation is for the most part decriminalized and CHIERS workers do not arrest people, they take them into protective custody of sorts. Seriously drunk alcoholics do not pose a safety threat to the public, they are more like a street nuisance.

Indeed, if a grant from U. M. T. A. comes through for Mental Health Services-West on September 30, a mental health outreach specialist will be added to the CHIERS van 8 hours per day. Project Respond, a mobile outreach for alcoholic and mentally ill people, in a larger city area than CHIERS, depends on the continued existence of CHIERS to proceed even if the grant is awarded. NWDA has been pursuing the idea of a vehicle to respond to mentally ill and public inebriates outside the CHIERS boundary for THREE YEARS.

CHIERS does not only serve the business district of Old Town. Many of the people picked up there can be found in Forest Park, Wallace Park, Stone Park, under the Vista bridge and other vegetated lots in our West/NW coalition of neighborhoods.

Our coalition (West of I-405 and North of Sunset Highway to the city limits in all directions.) is served by just three-four police officers at any given time. We are certain that if CHIERS is halted, we will in essence lose the officer serving our east-most police district to shuttle service for Hooper Detox. This is not because CHIERS serves public safety, it is because the police are the only 24-hour city service which will be available if CHIERS is cut.

CHIERS does save the City of Portland countless police man-hours. In this way it saves taxpayer's net dollars if they pay county and city taxes. The message of measure 5 is that government needs to do 'more with less' as nearly every major industry has had to shift toward in the last decade. Don't cut the one program saving citizens money over an inter-governmental snafu. If the city and county need to share the costs of CHIERS, you will find many citizens willing to volunteer for a task force to find a way to divide costs in a rational, gradual process, perhaps by July 1, 1992.

PAULINE ANDERSON
Multnomah County Commissioner
District 1



605 County Courthouse
Portland, Oregon 97204
(503) 248-5220

September 12, 1991

To: Board of County Commissioners
Elected Officials
From: Pauline Anderson *PA*
Re: Restoration Package

Next week, I will introduce a budget modification and plan for a supplemental budget which will restore a few critical services for the remainder of this fiscal year. Depending on the results of our revenue briefing next Tuesday, I believe we have a reasonable opportunity to save these services this year and continue to fund them next year. Using additional one time only money beyond this point, while desirable to avoid service cuts, is not fiscally prudent.

The restoration package would return approximately 1 1/4% to our three priority service areas - human services, public safety, and libraries. Within those areas, the package follows the following principles:

- restore services before administration
- attempt to avoid layoffs of current county employees
- maintain a balance within the current criminal justice system between prosecution, jails, and supervision
- avoid shifting the service burden across departmental lines

As in the past, we will continue to fine tune and make budget adjustments throughout the year as revenue collections fluctuate. However, the adjustments I will propose will provide us with a reasonable budget plan. We will need cooperation from other jurisdictions to continue certain services - Animal Control and CHIERS, most notably. Community agencies impacted by the reductions will have to join with us in seeking efficiencies and making service cuts. Finally, we will need to continue to make efforts to work more efficiently and seek cooperative arrangements with the cities.

I appreciate the thoughtful efforts of the Elected Officials and Department Managers. The modifications they presented are a responsible way to reduce their budgets.

None of us want to get into a protracted battle over which areas to emphasize. I believe that by targeting our limited revenue to the services listed, we can avoid some of the more troublesome service cuts and finally achieve a balanced budget.

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT Human ServicesDIVISION AdministrationCONTACT Ardys CragheadTELEPHONE 248-3782*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Billi OdegaardSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget Modification DHS # 5 reduces appropriations in DHS Administration to reflect cuts in General Fund support due to Measure 5.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This Budget Modification reduces Personal Services by \$44,208. The vacant Department Director's position allows this reduction to be covered by OTO salary savings in FY91-92. Ongoing cuts will be necessary in the FY92-93 budget.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

None.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

_____ Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)
After this modification \$ _____

Originated By

Date

Department Manager

Date

Budget Analyst

Date

Personnel Analyst

Date

Board Approval

Date

TRANSACTION EB []

GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY 92

Document
Number

Action

100

010

Organization	0110
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Activity

Reporting Category

Object

Current
Amount

Revised
Amount

Change
Increase
(Decrease)

Sub-
Total

Description

Full Time

Fringe

Insurance

(44,208)

Personal Services

TOTAL EXPENDITURE CHANGE

(44,208)

TOTAL EXPENDITURE CHANGE

REVENUE

TRANSACTION RB []

GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY_____

Document
Number

Action

Fun

Agency Organi-
 zation

Activity

Reporting
Category

Source

Current
Amount

Revised
Amount

Change
Increase
(Decrease)

Sub-
Total

Description

TOTAL REVENUE CHANGE

TOTAL REVENUE CHANGE

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

		A n n u a l i z e d			
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
Increase		Increase	Increase	Increase	Increase
(Decrease)		(Decrease)	(Decrease)	(Decrease)	(Decrease)

TOTAL CHANGE (ANNUALIZED)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

		C u r r e n t F Y			
Full Time Positions, Part-Time, Overtime, or Premium	Explanation of Change	BASE PAY	FRINGE	INSURANCE	TOTAL
		Increase	Increase	Increase	Increase
		(Decrease)	(Decrease)	(Decrease)	(Decrease)
	Vacant Department Director's position for part of FY91-92	(35,000)	(6,408)	(2,800)	(44,208)

BUDGET MODIFICATION NO. DHS #6

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____ (Date)

DEPARTMENT: HUMAN SERVICES DIVISION: AGING SERVICES
CONTACT: Jim McConnell TELEPHONE: 248-3646
*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification # 6 , County General Fund reduction of \$40,480.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

- ☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET
- o Reduces 0.27 FTE, \$10,742.
 - o Reduces Community Action by \$41,861.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- o Reduces ASD by \$40,480 County General Fund Subsidy and Required Match.
- o Reduces ASD by \$1,381 County General Fund Indirect Support.
- o Reduces Service Reimbursement from F/S to Insurance by \$1,909.
- o Reduces Service Reimbursement from F/S to Motor Pool by \$338.
- o Reduces Service Reimbursement from F/S to General Fund by \$1,381.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)
After this modification \$ _____

Originated By <u>Jim McConnell</u>	Date <u>9/6/91</u>	Department Manager <u>Billi Odegaard</u>	Date <u>7/6/91</u>
Finance/Budget <u>Carlene Shum</u>	Date <u>9/6/91</u>	Employee Relations <u>Susan Daniel</u>	Date <u>9/6/91</u>
Board Approval <u>DEBORAH L. ROGERS</u>	Date <u>9/12/91</u>		

PERSONNEL DETAIL FOR BUD MOD NO: DHS #6

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of a year.)

A N N U A L I Z E D				
FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	FRINGE/INSURANCE Increase(Decrease)	TOTAL Increase (Decrease)
(2.0)	Prog. Dvpt. Specialists	(\$55,710)	(\$9,722)/(\$9,168)	(\$74,600)
TOTAL CHANGE (ANNUALIZED)				
		(\$55,710)	(\$9,722)/(\$9,168)	(\$74,600)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

C U R R E N T F Y				
Full Time Position Part Time, Overtime or Premium	Explanation of Change	BASE PAY Increase (Decrease)	FRINGE/INSURANCE Increase(Decrease)	TOTAL Increase (Decrease)
(.27)	PDS, #221, #222 Reductions	(\$7,521)	(\$1,312)/(\$1,909)	(\$10,742)
	SUBTOTAL, ORG # 1730	(\$7,521)	(\$1,312)/(\$1,909)	(\$10,742)
TOTAL, AGING SERVICES DIVISION				
		(\$7,521)	(\$1,312)/(\$1,909)	(\$10,742)

File Name: AS922-2

EXPENDITURE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1730			5100			(7,521)		Permanent Personnel
		156	010	1730			5200			(6,098)		Temporary
		156	010	1730			5500			(1,312)		Fringe
		156	010	1730			5550			(1,909)		Insurance
		156	010	1730			6060			(13,500)		Pass Through
		156	010	1730			6180			(2,500)		Repair & Maintenance
		156	010	1730			6230			(6,024)		Supplies
		156	010	1730			6310			(950)		Education & Travel
		156	010	1730			6330			(328)		Local Travel & Mileage
		156	010	1730			7100			(1,381)		Indirect
		156	010	1730			7300			(338)		Motor Pool
											(41,861)	TOTAL, ORG. # 1730
		100	010	0105			7608			(1,381)		Cash Transfer
		401	030	5920			6230			(338)		Serv Reimb/Motor Pool
		400	040	7531			6520			(1,909)		Serv Reimb/Insurance
											(3,628)	SUBTOTAL, SERV. REIMB
TOTAL EXPENDITURE CHANGE										(45,489)	TOTAL EXPENDITURE CHANGE	

File Name: AS922-2

REVENUE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1730			7601			(40,480)		General Fund Subsidy
		156	010	1730			7601			(1,381)		Gen Fund Ind. Support
											(41,861)	TOTAL, ORG # 1730
		400	040	7531			6602			(1,909)		Serv.Reimb./Insurance
		401	030	5920			6602			(338)		Serv.Reimb./Motor Pool
		100	045	7410			6602			(1,381)		Serv.Reimb./Gen.Fund
											(3,628)	TOTAL, SERV. REIMB
TOTAL REVENUE CHANGE										(45,489)	TOTAL REVENUE CHANGE	

BUDGET MODIFICATION NO. DHS #7

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT: HUMAN SERVICES

DIVISION: AGING SERVICES

CONTACT: Jim McConnell

TELEPHONE: 248-3646

*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification # 7 , County General Fund reduction of \$22,562.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ [x] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

- o Eliminates 1.5 total FTE, \$50,964.
- o Reduces Public Guardian (Orgs 1950 and 1706) by \$106,621.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- o Reduces ASD by \$22,562 County General Fund Subsidy and Required Match.
- o Reduces ASD by \$35,675 matched Title XIX.
- o Reduces ASD by \$2,709 matched Title XIX Indirect Support.
- o Reduces ASD by \$10,000 Public Guardian fees.
- o Reduces ASD by \$35,675 in Federal/State to Public Guardian.
- o Reduces Service Reimbursement from F/S to Insurance by \$6,983.
- o Reduces Service Reimbursement from F/S to General Fund by \$2,709.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)
After this modification \$ _____

Originated By	Date	Department Manager	Date
<u>Jim McConnell</u>	<u>9/6/91</u>	<u>Billi Odegaard</u>	<u>K.I. 9/6/91</u>
Finance/Budget	Date	Employee Relations	Date
<u>Carol Ann Jones</u>	<u>9/6/91</u>	<u>Susan Eganell</u>	<u>9/6/91</u>
Board Approval	Date		
<u>Deborah Rogers</u>	<u>9/12/91</u>		

PERSONNEL DETAIL FOR BUD MOD NO: DHS #7

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of a year.)

FTE Increase (Decrease)	POSITION TITLE	A N N U A L I Z E D		
		BASE PAY Increase (Decrease)	FRINGE/INSURANCE Increase(Decrease)	TOTAL Increase (Decrease)
(.5)	Office Assistant 2	(\$ 9,122)	(\$2,463)/(\$2,408)	(\$13,993)
(1.0)	Deputy Public Guardian	(27,583)	(4,813)/(4,575)	(36,971)
TOTAL CHANGE (ANNUALIZED)		(\$36,705)	(\$7,276)/(\$6,983)	(\$50,964)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Full Time Position Part Time, Overtime or Premium	Explanation of Change	C U R R E N T F Y		
		BASE PAY Increase (Decrease)	FRINGE/INSURANCE Increase(Decrease)	TOTAL Increase (Decrease)
(.5)	OA2, #635 Elimination	(\$ 9,122)	(\$2,463)/(\$2,408)	(\$13,993)
(1.0)	Deputy P.Guar.#709 Elimination	(27,583)	(4,813)/(4,575)	(36,971)
	SUBTOTAL, ORG # 1950	(\$36,705)	(\$7,276)/(\$6,983)	(\$50,964)
TOTAL, AGING SERVICES DIVISION		(\$36,705)	(\$7,276)/(\$6,983)	(\$50,964)

DHS #7

File Name: AS922-5

EXPENDITURE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1706			6050			(1,219)		County Supplement
		156	010	1706			7100			(2,709)		Indirect
		156	010	1706			7500			(35,675)	(39,603)	Other Internal Svc TOTAL, ORG # 1706
		100	010	1950			5100			(36,705)		Permanent Pers.
		100	010	1950			5500			(7,276)		Fringe
		100	010	1950			5550			(6,983)		Insurance
		100	010	1950			6050			(16,054)	(67,018)	County Supplement TOTAL, ORG #1950
		100	045	9120			7700			(2,709)		Contingency/Indirect
		400	040	7531			6520			(6,983)	(9,692)	Serv Reimb/Insurance SUBTOTAL, SERV. REIMB
TOTAL EXPENDITURE CHANGE										(116,313)	TOTAL EXPENDITURE CHANGE	

File Name: AS922-5

REVENUE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1706			2609			(35,675)		Title XIX
		156	010	1706			2609			(2,709)		Title XIX Indirect
		156	010	1706			7601			(1,219)	(39,603)	Gen Fund Required Match TOTAL, ORG # 1706
		100	010	1950			4030			(10,000)		Guar. & Conserv. Fees
		100	010	1950			6602			(35,675)		Serv Reimbursement
		100	010	1950			7601			(5,289)		General Fund Subsidy
		100	010	1950			7601			(16,054)	(67,018)	Gen Fund Required Match TOTAL, ORG # 1950
		400	040	7531			6602			(6,983)		Serv.Reimb./Insurance
		100	045	7410			6602			(2,709)	(9,692)	Serv.Reimb./Gen.Fund TOTAL, SERV. REIMB
TOTAL REVENUE CHANGE										(116,313)	TOTAL REVENUE CHANGE	

BUDGET MODIFICATION NO. DHS #8

SEP 12 1991

(For Clerk's Use) Meeting Date _____
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT: HUMAN SERVICES

DIVISION: AGING SERVICES

CONTACT: Jim McConnell

TELEPHONE: 248-3646

*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification # 8 , County General Fund reduction of \$14,069.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

- ☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET
- o Reduces Community Services by \$14,167.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- o Reduces ASD by \$14,069 County General Fund Subsidy and Required Match.
- o Reduces ASD by \$98 County General Fund Indirect Support.
- o Reduces Service Reimbursement from F/S to General Fund by \$98.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)
After this modification \$ _____

Originated By <u>James McConnell</u>	Date <u>9/6/91</u>	Department Manager <u>Billi Odegaard</u>	Date <u>9/6/91</u>
Finance/Budget <u>Kathleen</u>	Date <u>7/6/91</u>	Employee Relations <u>Susan Daniel</u>	Date <u>9/6/91</u>
Board Approval <u>Deborah L. Rogers</u>	Date <u>9/12/91</u>		

DHS #8

File Name: AS922-3

EXPENDITURE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1750			6060			(14,069)		Pass Through
		156	010	1750			7100			(98)		Indirect
											(14,167)	TOTAL, ORG # 1750
		100	010	0105			7608			(98)		Cash Transfer
											(98)	SUBTOTAL, SERV. REIMB
TOTAL EXPENDITURE CHANGE										(14,265)		TOTAL EXPENDITURE CHANGE

File Name: AS922-3

REVENUE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1750			7601			(14,069)		General Fund Subsidy
		156	010	1750			7601			(98)		Gen Fund Ind. Support
											(14,167)	TOTAL, ORG # 1750
		100	045	7410			6602			(98)		Serv.Reimb./Gen.Fund
											(98)	TOTAL, SERV. REIMB
TOTAL REVENUE CHANGE										(14,265)		TOTAL REVENUE CHANGE

BUDGET MODIFICATION NO. DHS #9

SEP 12 1991

(For Clerk's Use) Meeting Date _____
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT: HUMAN SERVICES

DIVISION: AGING SERVICES

CONTACT: Jim McConnell

TELEPHONE: 248-3646

*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification # 9 , County General Fund reduction of \$16,962.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

☐ Reduces Long Term Care by \$54,775.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- ☐ Reduces ASD by \$16,962 County General Fund Subsidy and Required Match.
- ☐ Reduces ASD by \$119 County General Fund Indirect Support.
- ☐ Reduces ASD by \$35,872 matched Title XIX.
- ☐ Reduces ASD by \$1,822 matched Title XIX Indirect Support.
- ☐ Reduces Service Reimbursement from F/S to General Fund by \$1,941.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)

After this modification \$ _____

Originated By

Date

Department Manager

Date

Finance/Budget

Date

Employee Relations

Date

Board Approval

Date

Wendy Rogers 9/12/91

DHS 49

File Name: AS922-4

EXPENDITURE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1900			6050			(16,962)		County Supplement
		156	010	1900			6170			(35,872)		Rentals
		156	010	1900			7100			(1,941)		Indirect
											(54,775)	TOTAL, ORG # 1900
		100	010	0105			7608			(119)		Cash Transfer
		100	045	9120			7700			(1,822)		Contingency/Indirect
											(1,941)	SUBTOTAL, SERV. REIMB
TOTAL EXPENDITURE CHANGE										(56,716)		TOTAL EXPENDITURE CHANGE

File Name: AS922-4

REVENUE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1900			2609			(35,872)		Title XIX
		156	010	1900			2609			(1,822)		Title XIX Indirect
		156	010	1900			7601			(119)		Gen.Fund Indirect Suppo
		156	010	1900			7601			(16,962)		Gen Fund Required Match
											(54,775)	TOTAL, ORG # 1900
		100	045	7410			6602			(1,941)		Serv.Reimb./Gen.Fund
											(1,941)	TOTAL, SERV. REIMB
TOTAL REVENUE CHANGE										(56,716)		TOTAL REVENUE CHANGE

BUDGET MODIFICATION NO. DHS #10

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____
(Date)

DEPARTMENT: HUMAN SERVICES DIVISION: AGING SERVICES
CONTACT: Jim McConnell TELEPHONE: 248-3646
*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification # 10 , County General Fund reduction of \$81,927.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

- ☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET
- o Eliminates 3.15 total FTE and reduces 0.69 FTE, \$155,913.
 - o Reduces ASD Administration by \$217,677.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- o Reduces ASD by \$81,927 County General Fund Subsidy and Required Match.
- o Reduces ASD by \$1,559 County General Fund Indirect Support.
- o Reduces ASD by \$127,704 matched Title XIX.
- o Reduces ASD by \$6,487 matched Title XIX Indirect Support.
- o Reduces Service Reimbursement from F/S to Insurance by \$17,833.
- o Increases Service Reimbursement from F/S to Data Processing by \$1,665.
- o Reduces Service Reimbursement from F/S to General Fund by \$8,046.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)
After this modification \$ _____

Originated By James McConnell Date 9/6/91

Finance/Budget

Date

Department Manager K.I. Date

Billi Odegaard 9/6/91

Employee Relations

Date

Board Approval

Date

DEBORAH C. ROGERS 9/12/91

PERSONNEL DETAIL FOR BUD MOD NO: DHS #10

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of a year.)

FTE Increase (Decrease)	POSITION TITLE	A N N U A L I Z E D		
		BASE PAY Increase (Decrease)	FRINGE/INSURANCE Increase(Decrease)	TOTAL Increase (Decrease)
(1.5)	Office Assistant 2	(\$26,693)	(\$5,489)/ (\$6,104)	(\$38,286)
(1.5)	Prog. Dvpt. Specialists	(44,711)	(12,072)/ (5,849)	(62,632)
(.65)	Fiscal Spec. 1	(15,627)	(4,219)/ (4,187)	(24,033)
(1.0)	Comm. Health Nurse	(29,994)	(8,098)/ (1,185)	(39,277)
(1.0)	LTC Administrator	(43,536)	(11,755)/ (6,809)	(62,100)

TOTAL CHANGE (ANNUALIZED) (\$160,561) (\$41,633)/(\$24,134) (\$226,328)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Full Time Position Part Time, Overtime or Premium	Explanation of Change	C U R R E N T F Y		
		BASE PAY Increase (Decrease)	FRINGE/INSURANCE Increase(Decrease)	TOTAL Increase (Decrease)
(.5) OA2, #643	Reduction	(\$ 8,992)	(\$1,569)/ (\$2,132)	(\$12,693)
(.5) OA2, #654	Elimination	(8,709)	(2,351)/ (1,840)	(12,900)
(.19) PDS, #203,	Reduction	(5,579)	(1,506)/ (509)	(7,594)
(.5) PDS, #219	Elimination	(15,348)	(4,144)/ (3,169)	(22,661)
(.65) Fis Spec 1, #705	Elimination	(15,627)	(4,219)/ (4,187)	(24,033)
(.75) CHN, #307	Elimination	(22,495)	(6,073)/ (889)	(29,457)
(.75) LTC Admin, #113	Elimination	(32,652)	(8,816)/ (5,107)	(46,575)
SUBTOTAL, ORG # 1710		(\$109,402)	(\$28,678)/(\$17,833)	(\$155,913)

TOTAL, AGING SERVICES DIVISION (\$109,402) (\$28,678)/(\$17,833) (\$155,913)

DHS #10

File Name: AS922-1

EXPENDITURE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1710			5100			(109,402)		Permanent Personnel
		156	010	1710			5200			1,899		Temporary
		156	010	1710			5500			(28,678)		Fringe
		156	010	1710			5550			(17,833)		Insurance
		156	010	1710			6050			(60,386)		County Supplement
		156	010	1710			6120			1,000		Printing
		156	010	1710			6200			500		Postage
		156	010	1710			6230			1,604		Supplies
		156	010	1710			7100			(8,046)		Indirect
		156	010	1710			7200			1,665		Data Processing
											(217,677)	TOTAL, ORG # 1710
		100	010	0105			7608			(1,559)		Cash Transfer
		100	045	9120			7700			(6,487)		Contingency/Indirect
		301	040	7090			7200			1,665		Serv Reimb/Data Proc
		400	040	7531			6520			(17,833)		Serv Reimb/Insurance
											(24,214)	SUBTOTAL, SERV. REIMB
TOTAL EXPENDITURE CHANGE										(241,891)	TOTAL EXPENDITURE CHANGE	

File Name: AS922-1

REVENUE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY 1991-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Rept Categ	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	010	1710			2609			(127,704)		Title XIX
		156	010	1710			2609			(6,487)		Title XIX Indirect
		156	010	1710			7601			(21,541)		General Fund Subsidy
		156	010	1710			7601			(1,559)		Gen Fund Ind. Support
		156	010	1710			7601			(60,386)		Gen Fund Required Match
											(217,677)	TOTAL, ORG # 1710
		400	040	7531			6602			(17,833)		Serv.Reimb./Insurance
		301	040	7090			6602			1,665		Serv.Reimb./Data Proc
		100	045	7410			6602			(8,046)		Serv.Reimb./Gen.Fund
											(24,214)	TOTAL, SERV. REIMB
TOTAL REVENUE CHANGE										(241,891)	TOTAL REVENUE CHANGE	

BUDGET MODIFICATION NO. DHS 11(For Clerk's Use) Meeting Date:
Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services
CONTACT Tom FronkDIVISION Health
TELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS // reduces appropriations in Health Division, HIV Program, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

This budget modification reduces Professional Services in the Health Division, HIV Program, by \$25,000. The needle exchange support agreement would be ended. A corresponding reduction in the Cash Transfer to the Federal State Fund is made.

The revenue and expenditure transactions are slightly higher, at \$26,270, due to reduced General Fund paid Indirect Cost Recovery. The net General Fund saving is \$25,000.

3. REVENUE IMPACT (Explain revenues being changed and the reason):

Decrease Cash Transfer to the Federal State Fund \$26,270.
Decrease Service Reimbursement revenue to the General Fund by \$1,270.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (ac)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Kathleen Jones</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Daniel</u>	Date: <u>9/6/91</u>
Board Approval: <u>DEBORAH L ROGERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0300	6110			(25,000)		Professional Services
		156	010	0300	7100			(1,270)		Indirect Cost
		100	010	0103	7608			(26,270)		Cash Transfer

TOTAL EXPENDITURE CHANGE (52,540)

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0300	7601			(26,270)		General Fund
		100	045	7410	6602			(1,270)		Service Reimbursement from F/S

TOTAL REVENUE CHANGE (27,540)

NET GENERAL FUND SAVINGS 25,000

BUDGET MODIFICATION NO. DHS#12(For Clerk's Use) Meeting Date:
Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services
CONTACT Tom FronkDIVISION Health
TELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS 12 reduces appropriations in Health Division, Specialty Care Clinics, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

☒ PERSONNEL CHANGES SHOWN IN DETAIL ON ATTACHED SHEET

This budget modification reduces Personal Services by \$89,580, and Materials and Services by \$8,465, in the Health Division, Specialty Care Clinics program. Physician coverage at the International Health Center, STD outreach services, support for the PIVOT clinic, and Grant evening services are reduced.

Title 19 fees are increased by \$65,000 to reflect the institution of Medicaid billing in the School Based Clinic program.

A reduction in the Cash Transfer to the Federal State Fund of \$163,045 is made, of which \$4,740 reflects reduced Indirect Cost Recovery. The net savings to the General Fund are \$158,305.

3. REVENUE IMPACT (Explain revenues being changed and the reason):

Decrease Cash Transfer to the Federal State Fund \$163,045.
Decrease Service Reimbursement revenue to the General Fund by \$4,740.
Increase Title 19 FFS by \$65,000.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (cc)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Calvin</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Daniel</u>	Date: <u>9/6/91</u>
Board Approval: <u>DEBORAH ROYERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0400	5100			(64,628)		Permanent
		156	010	0400	5200			5,490		Temporary
		156	010	0400	5500			(17,233)		Fringe
		156	010	0400	5550			(13,209)		Insurance Benefits
									(89,580)	TOTAL PERSONAL SERVICES
		156	010	0400	6200			(1,050)		Postage
		156	010	0400	6230			(1,900)		Supplies
		156	010	0400	6310			(550)		Education & Travel
		156	010	0400	6330			(225)		Local Mileage
		156	010	0400	7100			(4,740)		Indirect Cost
									(8,465)	TOTAL MAT AND SERVICES
		100	010	0103	7608			(163,045)		Cash Transfer
TOTAL EXPENDITURE CHANGE								(261,090)		

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0400	2603			65,000		Title 19 FFS
		156	010	0400	7601			(163,045)		General Fund
		100	045	7410	6602			(4,740)		Service Reimbursement from F/S
TOTAL REVENUE CHANGE								(102,785)		

NET GENERAL FUND SAVINGS 158,305

PERSONNEL DETAIL FOR BUDGET MODIFICATION DHS 12

5. ANNUALIZED PERSONNEL CHANGES		Compute on a full year basis even though this action affects part of the fiscal year.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
ALL POSITIONS ANNUALIZED BELOW					
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL CHANGES		Calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts changed on the budget modification.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
(0.10)	PHYSICIAN	(6,151)	(1,610)	(230)	(7,991)
(1.00)	HEALTH INFO SPEC/SR	(25,005)	(6,751)	(4,597)	(36,353)
(0.60)	HEALTH ASSISTANT	(10,451)	(2,822)	(1,912)	(15,185)
(0.50)	NURSE PRACTITIONER	(21,532)	(5,813)	(3,372)	(30,717)
(0.08)	NURSE PRACTITIONER	(2,882)	(778)	(3,891)	(7,551)
0.08	OFFICE ASSISTANT 2	1,393	376	348	2,117
0.00	TEMPORARY	5,490	165	445	6,100
-2.20	TOTAL CHANGE	(59,138)	(17,233)	(13,209)	(89,580)

SEP 12 1991

BUDGET MODIFICATION NO. DHS# 13(For Clerk's Use) Meeting Date:
Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services
CONTACT Tom FronkDIVISION Health
TELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS 13 reduces appropriations in Health Division, Primary Care Clinics, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

☒ PERSONNEL CHANGES SHOWN IN DETAIL ON ATTACHED SHEET

This budget modification reduces Personal Services by \$306,279, and Materials and Services by \$103,446, in the Health Division, Primary Care Clinics program. The Materials and Services reduction includes a \$67,001 reduction in funding for Health Source referrals.

Reductions in medical provider, nursing, and clinical support personnel are made throughout the Primary Care program. Patient and Third Party fees are decreased by \$59,200 to reflect the lost volume of billable primary care services.

A reduction in the Cash Transfer to the Federal State Fund of \$350,525 is made, of which \$19,901 reflects reduced Indirect Cost Recovery. The net savings to the General Fund are \$330,624.

3. REVENUE IMPACT (Explain revenues being changed and the reason):

Decrease Cash Transfer to the Federal State Fund \$350,525.
Decrease Service Reimbursement revenue to the General Fund by \$19,901.
Increase Title 19 FFS by \$65,000.
Decrease Patient Fees by \$1,200.
Decrease Title 19 FFS by \$48,000.
Decrease Title 18 (Medicare) by \$4,000.
Decrease Private Third Party by \$6,000.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (ac)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Kathleen Ben</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Daniel</u>	Date: <u>9/6/91</u>
Board Approval: <u>DEBORAH CHAMBERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0700	5100			(212,677)		Permanent
		156	010	0700	5200					Temporary
		156	010	0700	5500			(57,422)		Fringe
		156	010	0700	5550			(36,180)		Insurance Benefits
									(306,279)	TOTAL PERSONAL SERVICES
		156	010	0700	6110			(67,001)		Professional Svcs
		156	010	0700	6200			(1,600)		Postage
		156	010	0700	6230			(13,864)		Supplies
		156	010	0700	6310			(800)		Education & Travel
		156	010	0700	6330			(280)		Local Mileage
		156	010	0700	7100			(19,901)		Indirect Cost
									(103,446)	TOTAL MAT AND SERVICES
		100	010	0103	7608			(350,525)		Cash Transfer
TOTAL EXPENDITURE CHANGE								(760,250)		

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0700	2603			(48,000)		Title 19 FFS
		156	010	0700	4016			(1,200)		Patient Fees
		156	010	0700	4014			(6,000)		Third Party
		156	010	0700	2608			(4,000)		Medicare
		156	010	0700	7601			(350,525)		General Fund
		100	045	7410	6602			(19,901)		Service Reimbursement from F/S
TOTAL REVENUE CHANGE								(429,626)		

NET GENERAL FUND SAVINGS

330,624

PERSONNEL DETAIL FOR BUDGET MODIFICATION DHS 13

5. ANNUALIZED PERSONNEL CHANGES		Compute on a full year basis even though this action affects part of the fiscal year.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
ALL POSITIONS ANNUALIZED BELOW					
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL CHANGES		Calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts changed on the budget modification.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
(0.20)	NURSE PRACTITIONER	(9,153)	(2,471)	(1,565)	(13,189)
(0.20)	NURSE PRACTITIONER	(9,157)	(2,472)	(1,553)	(13,182)
(0.50)	HEALTH ASSISTANT	(8,992)	(2,428)	(2,038)	(13,458)
(1.00)	OFFICE ASSISTANT 2	(17,984)	(4,856)	(3,742)	(26,582)
(0.50)	OFFICE ASSISTANT 2	(8,968)	(2,421)	(2,230)	(13,619)
(0.80)	NURSE PRACTITIONER	(30,944)	(8,354)	(3,289)	(42,587)
(0.50)	OFFICE ASSISTANT 2	(8,709)	(2,352)	(2,175)	(13,236)
(1.00)	OFFICE ASSISTANT 2	(17,418)	(4,703)	(4,350)	(26,471)
(1.00)	NURSE PRACTITIONER	(36,030)	(9,728)	(5,128)	(50,886)
(1.00)	LCPN	(19,912)	(5,376)	(4,527)	(29,815)
(0.50)	PHYSICIAN	(31,136)	(8,407)	(3,200)	(42,743)
(0.80)	HEALTH ASSISTANT	(14,274)	(3,854)	(2,383)	(20,511)
-8.00	TOTAL CHANGE	(212,677)	(57,422)	(36,180)	(306,279)

SEP 12 1991

BUDGET MODIFICATION NO. DHS #14

(For Clerk's Use) Meeting Date:

Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services
CONTACT Tom FronkDIVISION Health
TELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS 14 reduces appropriations in Health Division, Field Services, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

☒ PERSONNEL CHANGES SHOWN IN DETAIL ON ATTACHED SHEET

This budget modification reduces Personal Services by \$148,494, and Materials and Services by \$15,267, in the Health Division, Field Services Section. Home Nursing service reductions are spread throughout the four Field Teams.

A reduction in the Cash Transfer to the Federal State Fund of \$163,761 is made, of which \$7,917 reflects reduced Indirect Cost Recovery. The net savings to the General Fund are \$155,844.

3. REVENUE IMPACT (Explain revenues being changed and the reason):

Decrease Cash Transfer to the Federal State Fund \$163,761.

Decrease Service Reimbursement revenue to the General Fund by \$7,917.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (ac)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Cathleen Jones</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Daniell</u>	Date: <u>9/6/91</u>
Board Approval: <u>DEBORAH L. ROGERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0750	5100			(101,049)		Permanent
		156	010	0750	5200					Temporary
		156	010	0750	5500			(27,282)		Fringe
		156	010	0750	5550			(20,163)		Insurance Benefits
									(148,494)	TOTAL PERSONAL SERVICES
		156	010	0750	6230			(3,900)		Supplies
		156	010	0750	6310			(300)		Education & Travel
		156	010	0750	6330			(3,150)		Local Mileage
		156	010	0750	7100			(7,917)		Indirect Cost
									(15,267)	TOTAL MAT AND SERVICES
		100	010	0103	7608			(163,761)		Cash Transfer
TOTAL EXPENDITURE CHANGE								(327,522)		

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0750	7601			(163,761)		General Fund
		100	045	7410	6602			(7,917)		Service Reimbursement from F/S
TOTAL REVENUE CHANGE								(171,678)		

NET GENERAL FUND SAVINGS 155,844

PERSONNEL DETAIL FOR BUDGET MODIFICATION DHS 14

5. ANNUALIZED PERSONNEL CHANGES		Compute on a full year basis even though this action affects part of the fiscal year.			
ANNUALIZED					
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
ALL POSITIONS ANNUALIZED BELOW					
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL CHANGES		Calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts changed on the budget modification.			
		ANNUALIZED			
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
(1.00)	COMMUNITY HEALTH NURSE	(28,359)	(7,656)	(6,442)	(42,457)
(0.80)	COMMUNITY HEALTH NURSE	(28,485)	(7,690)	(6,396)	(42,571)
(1.00)	COMMUNITY HEALTH NURSE	(29,470)	(7,957)	(4,883)	(42,310)
(0.50)	COMMUNITY HEALTH NURSE	(14,735)	(3,979)	(2,442)	(21,156)
-3.30	TOTAL CHANGE	(101,049)	(27,282)	(20,163)	(148,494)

SEP 12 1991

BUDGET MODIFICATION NO. DHS 15

(For Clerk's Use) Meeting Date:

Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human ServicesDIVISION HealthCONTACT Tom FronkTELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS 15 reduces appropriations in Health Division, Dental Services, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

[X] PERSONNEL CHANGES SHOWN IN DETAIL ON ATTACHED SHEET

This budget modification reduces Personal Services by \$97,705, and Materials and Services by \$10,428, in the Health Division, Dental Services Section. Dental provider staffing is reduced.

A reduction in the Cash Transfer to the Federal State Fund of \$108,133 is made, of which \$5,228 reflects reduced Indirect Cost Recovery. The net savings to the General Fund are \$102,905.

3. REVENUE IMPACT (Explain revenues being changed and the reason):

Decrease Cash Transfer to the Federal State Fund \$108,133.

Decrease Service Reimbursement revenue to the General Fund by \$5,228.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (cc)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Cathleen Slum</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Daniel</u>	Date: <u>9/6/91</u>
Board Approval: <u>DEBORAH ROGERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0800	5100			(67,453)		Permanent
		156	010	0800	5200					Temporary
		156	010	0800	5500			(18,211)		Fringe
		156	010	0800	5550			(12,041)		Insurance Benefits
									(97,705)	TOTAL PERSONAL SERVICES
		156	010	0800	6230			(5,200)		Supplies
		156	010	0800	7100			(5,228)		Indirect Cost
									(10,428)	TOTAL MAT AND SERVICES
		100	010	0103	7608			(108,133)		Cash Transfer
TOTAL EXPENDITURE CHANGE								(216,266)		

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0800	7601			(108,133)		General Fund
		100	045	7410	6602			(5,228)		Service Reimbursement from F/S
TOTAL REVENUE CHANGE								(113,361)		

NET GENERAL FUND SAVINGS 102,905

PERSONNEL DETAIL FOR BUDGET MODIFICATION DHS 15

5. ANNUALIZED PERSONNEL CHANGES		Compute on a full year basis even though this action affects part of the fiscal year.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
ALL POSITIONS ANNUALIZED BELOW					
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL CHANGES		Calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts changed on the budget modification.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
(0.50)	DENTAL ASST/RECP	(8,839)	(2,386)	(2,179)	(13,404)
(1.00)	DENTAL ASST/RECP	(17,679)	(4,773)	(4,359)	(26,811)
(1.00)	DENTIST 1	(40,935)	(11,052)	(5,503)	(57,490)
-2.50	TOTAL CHANGE	(67,453)	(18,211)	(12,041)	(97,705)

SEP 12 1991

BUDGET MODIFICATION NO. DHS# 16

(For Clerk's Use) Meeting Date:

Agenda No.: R7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services
CONTACT Tom FronkDIVISION Health
TELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS 16 reduces appropriations in Health Division, Support Services and Health Systems, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

[X] PERSONNEL CHANGES SHOWN IN DETAIL ON ATTACHED SHEET

This budget modification reduces Personal Services by \$26,351, and Materials and Services by \$55,980, in the Health Division, Support Services Section. It further reduces Personal Services by \$51,609, and Materials and Services by \$29,838 in Health Systems.

2.2 Administrative positions are eliminated. Budgets for pharmacy purchases and lab referral services are reduced.

A reduction in the Cash Transfer to the Federal State Fund of \$163,778 is made, of which \$7,918 reflects reduced Indirect Cost Recovery. The net savings to the General Fund are \$155,860.

3. REVENUE IMPACT (Explain revenues being changed and the reason):

Decrease Cash Transfer to the Federal State Fund \$163,778.

Decrease Service Reimbursement revenue to the General Fund by \$7,918.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (ac)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Kathleen Jones</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Daniel</u>	Date: <u>9/6/91</u>
Board Approval: <u>DEBORAH C. ROGERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0850	5100			(18,833)		Permanent
		156	010	0850	5500			(5,085)		Fringe
		156	010	0850	5550			(2,433)		Insurance Benefits
									(26,351)	TOTAL PERSONAL SERVICES
		156	010	0850	6110			(20,000)		Professional Svcs
		156	010	0850	6230			(12,000)		Supplies
		156	010	0850	6550			(20,000)		Drugs
		156	010	0850	7100			(3,980)		Indirect Cost
									(55,980)	TOTAL MAT AND SERVICES
		156	010	0900	5100			(35,821)		Permanent
		156	010	0900	5500			(9,671)		Fringe
		156	010	0900	5550			(6,117)		Insurance Benefits
									(51,609)	TOTAL PERSONAL SERVICES
		156	010	0900	6110			(25,000)		Professional Svcs
		156	010	0900	6230			(400)		Supplies
		156	010	0900	6310			(500)		Education
		156	010	0900	7100			(3,938)		Indirect Cost
									(29,838)	TOTAL MAT AND SERVICES
		100	010	0103	7608			(163,778)		Cash Transfer
TOTAL EXPENDITURE CHANGE								(327,556)		

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		156	010	0850	7601			(82,331)		General Fund
		156	010	0900	7601			(81,447)		General Fund
		100	045	7410	6602			(7,918)		Service Reimbursement from F/S
TOTAL REVENUE CHANGE								(171,696)		

NET GENERAL FUND SAVINGS 155,860

16

5. ANNUALIZED PERSONNEL CHANGES		Compute on a full year basis even though this action affects part of the fiscal year.																											
<table border="1"> <thead> <tr> <th colspan="2"></th> <th colspan="4">ANNUALIZED</th> </tr> <tr> <th>FTE</th> <th>POSITION TITLE</th> <th>BASE PAY</th> <th>FRINGE</th> <th>INSURANCE</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td colspan="6" style="text-align: center;">ALL POSITIONS ANNUALIZED BELOW</td> </tr> <tr> <td colspan="2">TOTAL CHANGE (ANNUALIZED)</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>								ANNUALIZED				FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL	ALL POSITIONS ANNUALIZED BELOW						TOTAL CHANGE (ANNUALIZED)					
		ANNUALIZED																											
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL																								
ALL POSITIONS ANNUALIZED BELOW																													
TOTAL CHANGE (ANNUALIZED)																													

6. CURRENT YEAR PERSONNEL CHANGES		Calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts changed on the budget modification.			
		ANNUALIZED			
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
(1.00)	OFFICE ASSISTANT 2	(18,833)	(5,085)	(2,433)	(26,351)
(0.20)	HUMAN SERVICES SPEC	(7,462)	(2,014)	(1,411)	(10,887)
(1.00)	PROGRAM DEV SPEC	(28,359)	(7,657)	(4,706)	(40,722)
-2.20	TOTAL CHANGE	(54,654)	(14,756)	(8,550)	(77,960)

BUDGET MODIFICATION NO.

DHS# 17

(For Clerk's Use) Meeting Date:

SEP 12 1991

Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human ServicesDIVISION HealthCONTACT Tom FronkTELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS 17 reduces appropriations in Health Division, Vector Control, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

☒ PERSONNEL CHANGES SHOWN IN DETAIL ON ATTACHED SHEET

This budget modification reduces Personal Services by \$45,712, and Materials and Services by \$8,276, in the Health Division, Regulatory Health Section, eliminating the Nuisance Abatement/Weed program.

3. REVENUE IMPACT (Explain revenues being changed and the reason):

Decrease State Dept of Agriculture \$5,000.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (u)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Kathleen Hume</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Daniel</u>	Date: <u>9/6/91</u>
Board Approval: <u>NEEDORAH L ROGERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		100	010	0230	5100			(28,380)		Permanent
		100	010	0230	5200			(4,540)		Temporary
		100	010	0230	5500			(8,022)		Fringe
		100	010	0230	5550			(4,770)		Insurance Benefits
									(45,712)	TOTAL PERSONAL SERVICES
		100	010	0230	6110			(3,690)		Professional Svcs
		100	010	0230	6120			(289)		Printing
		100	010	0230	6230			(500)		Supplies
		100	010	0230	7300			(3,797)		Motor Pool
									(8,276)	TOTAL MAT AND SERVICES

TOTAL EXPENDITURE CHANGE (53,988)

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		100	010	0230	2373			(5,000)		Title 19 FFS

TOTAL REVENUE CHANGE (5,000)

NET GENERAL FUND SAVINGS 48,988

PERSONNEL DETAIL FOR BUDGET MODIFICATION DHS 17

5. ANNUALIZED PERSONNEL CHANGES		Compute on a full year basis even though this action affects part of the fiscal year.			
		ANNUALIZED			
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
ALL POSITIONS ANNUALIZED BELOW					
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL CHANGES		Calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts changed on the budget modification.			
		ANNUALIZED			
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
(1.00)	SANITARIAN	(28,380)	(7,663)	(4,706)	(40,749)
0.00	TEMPORARY	(4,540)	(359)	(64)	(4,963)
-1.00	TOTAL CHANGE	(32,920)	(8,022)	(4,770)	(45,712)

BUDGET MODIFICATION NO.

DHS# 18

(For Clerk's Use) Meeting Date:

SEP 12 1991

Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services
CONTACT Tom FronkDIVISION Health
TELEPHONE ext. 3674NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:

Budget Modification DHS 18 reduces appropriations in Health Division, Corrections Health, to reflect a lower level of General Fund support.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION

☒ PERSONNEL CHANGES SHOWN IN DETAIL ON ATTACHED SHEET

This budget modification reduces Personal Services by \$86,688, and Materials and Services by \$30,639, in the Health Division, Corrections Health, General Fund. In the Inverness Fund it reduces Personal Services by \$8,512, and Materials and Services by \$40,427.

This reduction reduces provider and nursing time and funding for medical referrals in conjunction with the Sheriff eliminating 100 beds at Inverness and 40 beds at the MCRC. If another Sheriff reduction is made this budget modification will need to be configured differently.

3. REVENUE IMPACT (Explain revenues being changed and the reason): None

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by: <u>Tom Fronk</u>	Date: <u>9/3/91</u>	Department Director: <u>Billi Odegaard (ac)</u>	Date: <u>9/3/91</u>
Finance/Budget: <u>Catherine Plums</u>	Date: <u>9/6/91</u>	Employee Relations: <u>Susan Samuell</u>	Date: <u>9/6/91</u>
Board Approval: <u>DEBORAH L. ROYERS</u>	Date: <u>9/12/91</u>		

EXPENDITURE TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	OBJECT CODE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
		100	010	0950	5100			(56,183)		Permanent
		100	010	0950	5100			(7,250)		Temporary
		100	010	0950	5500			(15,724)		Fringe
		100	010	0950	5550			(7,531)		Insurance Benefits
									(86,688)	TOTAL PERSONAL SERVICES
		100	010	0950	6110			(30,089)		Professional Svcs
		100	010	0950	6230			(550)		Supplies
									(30,639)	TOTAL MAT AND SERVICES
		169	010	0950	5100			(7,797)		Permanent
		169	010	0950	5500			(2,104)		Fringe
		169	010	0950	5550			1,389		Insurance Benefits
									(8,512)	TOTAL PERSONAL SERVICES
		169	010	0950	6110			(32,227)		Professional Svcs
		169	010	0950	6230			(950)		Supplies
		169	010	0950	6310			(3,200)		Education
		169	010	0950	6550			(4,050)		Drugs
									(40,427)	TOTAL MAT AND SERVICES
TOTAL EXPENDITURE CHANGE								(166,266)		

REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORG	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	INCREASE (DECREASE)	SUBTOTAL	DESCRIPTION
TOTAL REVENUE CHANGE								0		

NET GENERAL FUND SAVINGS 166,266

PERSONNEL DETAIL FOR BUDGET MODIFICATION DHS 18

5. ANNUALIZED PERSONNEL CHANGES		Compute on a full year basis even though this action affects part of the fiscal year.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
ALL POSITIONS ANNUALIZED BELOW					
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL CHANGES		Calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts changed on the budget modification.			
FTE	POSITION TITLE	ANNUALIZED BASE PAY	FRINGE	INSURANCE	TOTAL
(0.50)	CHN/CORR	(15,416)	(4,163)	(2,467)	(22,046)
(1.00)	NURSE PRACT/CORR	(40,767)	(11,006)	(4,869)	(56,642)
0.00	TEMPORARY	(7,250)	(555)	(195)	(8,000)
(1.00)	NURSE PRACT/CORR	(38,629)	(10,429)	(3,545)	(52,603)
1.00	CHN/CORR	30,832	8,325	4,934	44,091
-1.50	TOTAL CHANGE	(71,230)	(17,828)	(6,142)	(95,200)

BUDGET MODIFICATION NO. DHS #19

(For Clerk's Use) Meeting Date: **SEP 12 1991**
Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services

DIVISION Social Services

CONTACT Kathy Tinkle

TELEPHONE 248-3691

NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odgaard & Gary Smith

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:
Budget Modification DHS # 19 reduces the Social Services Division Administration
budget by \$68,302 to reflect cuts necessary due to General Fund reductions as a
result of Measure 5.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION (Explain the changes this bud mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification reduces personal services in SSD Administration by \$56,171. The action eliminates 1.0 FTE Sr. Fiscal Assistant in the SSD Admin Fiscal Unit and .83 FTE Sr. Fiscal Assistant in the SSD Admin Support Services Unit. In addition, the modification reduces materials and services \$12,131, for a total reduction in SSD Administration of \$68,302.

3. REVENUE IMPACT

Reduces County General Fund \$68,302

Reduces Service Reimbursement F/S Fund to Ins Fund \$7,755

Reduces Service Reimbursement F/S Fund to General Fund \$3,302

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by:

Date:

Department Director:

Date:

Finance/Budget:

Date:

Employee Relations:

Date:

Board Approval:

Date:

[illegible][illegible]

PERSONNEL DETAIL FOR BUD MOD DHS 19

5. ANNUALIZED PERSONNEL CHANGES (compute on a full year basis even though this action affects part of the fiscal year).					
		ANNUALIZED			
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
(2.0)	Senior Fiscal Assistant	(42,382)	(9,768)	(8,736)	(60,886)
TOTAL CHANGE (ANNUALIZED)		(42,382)	(9,768)	(8,736)	(60,886)

6. CURRENT YEAR PERSONNEL CHANGES (calculate costs or savings that will take place within this fiscal year: these should explain the actual dollar amounts changed on the Bud Mod.					
		CURRENT FISCAL YEAR			
FTE	POSITION TITLE / EXPLANATION	BASE PAY	FRINGE	INSURANCE	TOTAL
(1.00)	Sr. Fiscal Asst	(21,191)	(4,884)	(4,368)	(30,443)
(.83)	Sr. Fiscal Asst	(17,591)	(4,750)	(3,387)	(25,728)
TOTAL CHANGE (ANNUALIZED)		(38,782)	(9,634)	(7,755)	(56,171)

BUDGET MODIFICATION NO.

DHS
20

(For Clerk's Use) Meeting Date: SEP 12 1991

Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

DEPARTMENT Human ServicesDIVISION Social ServicesCONTACT Kathy TinkleTELEPHONE 248-3691NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard & Gary Smith

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:
 Budget Modification DHS # 20 reduces the SSD Developmental Disabilities Case
 Management and Contracts budgets by \$40,725 to reflect cuts necessary due to General
 Fund reductions as a result of Measure 5.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION (Explain the changes this bud mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification reduces the DD Case Management budget by \$37,221. The action eliminates .50 FTE Case Management Assistant and .40 FTE Case Manager 2.

In addition, the modification reduces contracted services funded with County General Fund by \$3,480, which represents an across the board 3.5% cut for the remaining 9 months of FY 91-92. These reductions, together with associated indirect costs result in a total cut to the DD program of \$40,725.

3. REVENUE IMPACT

Reduces County General Fund \$40,725

Reduces Service Reimbursement F/S Fund to Ins Fund \$6,655

Reduces Service Reimbursement F/S Fund to General Fund \$1,823

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by:

Date:

Department Director:

Date:

Finance/Budget:

Date:

Employee Relations:

Date:

Board Approval:

Date:

Wendy L. Rogers 9/12/91

Billi Odegaard (ac) 9/3/91

C. Columbus 9/4/91

Document Number	Action	Fund	Agency	Organization	Object Code	Current Amount	Revised Amount	Increase (Decrease)	Subtotal	Description
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TOTAL EXPENDITURE CHANGE		(49,203)	TOTAL EXPENDITURE CHANGE
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Document Number	Action	Fund	Agency	Organization	Revenue Source	Current Amount	Revised Amount	Increase (Decrease)	Subtotal	Description
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TOTAL REVENUE CHANGE	//////	(49,203)	TOTAL REVENUE CHANGE
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PERSONNEL DETAIL FOR BUD MOD DHS

20

5. ANNUALIZED PERSONNEL CHANGES (compute on a full year basis even though this action affects part of the fiscal year).

[illegible]

6. CURRENT YEAR PERSONNEL CHANGES (calculate costs or savings that will take place within this fiscal year: these should explain the actual dollar amounts changed on the Bud Mod.

		CURRENT FISCAL YEAR			
FTE	POSITION TITLE / EXPLANATION	BASE PAY	FRINGE	INSURANCE	TOTAL
(.40)	Case Manager 2	(10,695)	(960)		(11,655)
(.50)	Case Management Asst	(10,133)	(2,736)	(4,580)	(17,449)
	Vacancies filled with new staff at first step	(3,340)	(903)	(2,075)	(6,318)
	TOTAL CHANGE (ANNUALIZED)	(24,168)	(4,599)	(6,655)	(35,422)

BUDGET MODIFICATION NO. DHS #21

(For Clerk's Use) Meeting Date: **SEP 12 1991**
 Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services

DIVISION Social Services

CONTACT Kathy Tinkle

TELEPHONE 248-3691

NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard & Gary Smith

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:
 Budget Modification DHS # 21 reduces the Social Services Division MED Operations
 and Contracts budgets by \$43,556 to reflect cuts necessary due to General Fund
 reductions as a result of Measure 5.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION (Explain the changes this bud mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification reduces the MED Operations budget by \$36,778. The action eliminates .92 FTE Program Development Specialist.

In addition, the modification reduces MED adult contracted services funded with County General Fund by \$6,731, which represents an across the board 3.5% cut for the remaining 9 months of FY 91-92. These reductions, together with the associated indirect costs result in a total cut to the MED program of \$43,556.

3. REVENUE IMPACT

Reduces County General Fund \$43,556
 Reduces Service Reimbursement F/S Fund to Ins Fund \$3,118
 Reduces Service Reimbursement F/S Fund to General Fund \$1,825

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by:

Date:

[Signature] 8/30/91

Department Director:

Date:

Billi Odegaard (ae) 9/3/91

Finance/Budget:

Date:

[Signature] 9/6/91

Employee Relations:

Date:

CRumbas 9/6/91

Board Approval:

Date:

DOROTHY ROGERS 9/12/91

EXPENDITURE TRANSACTION		EB []	GM []	TRANSACTION DATE		ACCOUNTING PERIOD		BUDGET FISCAL YEAR	
Document				Object	Current	Revised	Increase		
Number	Action	Fund	Agency	Organization	Code	Amount	Amount	(Decrease)	Subtotal
		156	010	1302	5100			(25,104)	Permanent
		156	010	1302	5500			(6,778)	Fringe
		156	010	1302	5550			(3,118)	Insurance
								(35,000)	PS Subtotal
		156	010	1302	7100			(1,778)	Indirect Costs
								(1,778)	MS Subtotal
								(36,778)	Org 1302 Total
		156	010	1305	6060			(6,731)	Pass Through
		156	010	1305	7100			(47)	Indirect Costs
								(6,778)	MS Subtotal
								(6,778)	Org 1305 Total
								(43,556)	Total MED Program
		400	040	7531	6520			(3,118)	Insurance
		100	010	0104	7608			(43,556)	Cash Transfer
		100	045	9120	7700			41,731	Contingency
TOTAL EXPENDITURE CHANGE									(48,499)

REVENUE TRANSACTION		RB []	GM []	TRANSACTION DATE		ACCOUNTING PERIOD		BUDGET FISCAL YEAR	
Document				Revenue	Current	Revised	Increase		
Number	Action	Fund	Agency	Organization	Source	Amount	Amount	(Decrease)	Subtotal
		156	010	1302	7601			(36,778)	CGF
		156	010	1305	7601			(6,778)	CGF
		400	040	7531	6602			(3,118)	Svs Reim to Ins Fund
		100	045	7410	6602			(1,825)	Svs Reim to Gen Fund
TOTAL REVENUE CHANGE									(48,499)

5. ANNUALIZED PERSONNEL CHANGES (compute on a full year basis even though this action affects part of the fiscal year).					
		ANNUALIZED			
FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
(1.0)	Prog Dev Spec	(27,775)	(7,499)	(4,389)	(39,663)
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL CHANGES (calculate costs or savings that will take place within this fiscal year: these should explain the actual dollar amounts changed on the Bud Mod.)					
		CURRENT FISCAL YEAR			
FTE	POSITION TITLE / EXPLANATION	BASE PAY	FRINGE	INSURANCE	TOTAL
(.92)	Program Development Spec	(25,104)	(6,778)	(3,118)	(35,000)
TOTAL CHANGE (ANNUALIZED)					

DHS
BUDGET MODIFICATION NO. # 22

(For Clerk's Use) Meeting Date: **SEP 12 1991**
Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services

DIVISION Social Services

CONTACT Kathy Tinkle

TELEPHONE 248-3691

NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard & Gary Smith

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:
Budget Modification DHS # 22 reduces the Social Services Division Office of Child
and Adolescent Mental Health Services (OCAMHS) budget by \$94,877 to reflect cuts
necessary as a result of Measure 5.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION (Explain the changes this bud mod makes. What budget does
it increase? What do changes accomplish? Where does the money come from? What budget
is reduced? Attach additional information if you need more space.)

☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification reduces the OCAMHS program budget by \$76,527. The action
eliminates .42 FTE Mental Health Consultant and various M&S line items including
education & training, local travel, building management and capital. Also included in
this reduction is a \$40,000 decrease in the \$154,000 SOAP/RAPP contract, bringing the
net contract amount to \$114,000.

In addition, the modification reduces other MED childrens contracted services funded
with County General Fund by \$18,421, which represents an across the board 3.5% cut for
the remaining 9 months of FY 91-92. These reductions, together with the associated
indirect costs result in a total cut to the OCAMHS program of \$94,877.

3. REVENUE IMPACT

Reduces County General Fund \$94,877

Reduces Service Reimbursement F/S Fund to Ins Fund \$2,776

Reduces Service Reimbursement F/S Fund to General Fund \$2,979

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by:

Date:

Department Director:

Date:

Finance/Budget:

Date:

Employee Relations:

Date:

Board Approval:

Date:

DEBORAH ROGERS

9/12/91

OCAMHS1/8-30/KT

EXPENDITURE TRANSACTION					EB []	GM []	TRANSACTION DATE		ACCOUNTING PERIOD		BUDGET FISCAL YEAR	
Document	Action	Fund	Agency	Organization	Object Code	Current Amount	Revised Amount	Increase (Decrease)	Subtotal	Description		
	156	010		1375	5100			(22,678)		Permanent		
	156	010		1375	5500			(6,123)		Fringe		
	156	010		1375	5550			(2,776)		Insurance		
									(31,577)	PS Subtotal		
	156	010		1375	6060			(40,000)		Pass Through		
	156	010		1375	6310			(200)		Education & Training		
	156	010		1375	6330			(200)		Local Travel		
	156	010		1375	7100			(1,950)		Indirect Costs		
	156	010		1375	7400			(900)		Building Mgmt		
									(43,250)	MS Subtotal		
									(74,827)	Org 1375 Total		
	156	010		1365	8400			(1,500)		Equipment		
									(1,500)	Org 1365 Total		
	156	010		1305	6060			(18,421)		Pass Through		
	156	010		1305	7100			(129)		Indirect Costs		
									(18,550)	Org 1305 Total		
	400	040		7531	6520			(2,776)		Insurance		
	100	010		0104	7608			(94,877)		Cash Transfer		
	100	045		9120	7700			92,798		Contingency		
	100	030		5610	7400			(900)		Bldg Mgmt		
TOTAL EXPENDITURE CHANGE								(100,632)	TOTAL EXPENDITURE CHANGE			

REVENUE TRANSACTION					RB []	GM []	TRANSACTION DATE		ACCOUNTING PERIOD		BUDGET FISCAL YEAR	
Document	Action	Fund	Agency	Organization	Revenue Source	Current Amount	Revised Amount	Increase (Decrease)	Subtotal	Description		
	156	010		1305	7601			(18,550)		CGF		
	156	010		1365	7601			(1,500)		CGF		
	156	010		1375	7601			(74,827)		CGF		
	400	040		7531	6602			(2,776)		Svs Reim to Ins Fund		
	100	045		7410	6602			(2,079)		Svs Reim to Gen Fund		
	100	030		5610	6602			(900)		Svs Reim to Gen Fund		
TOTAL REVENUE CHANGE								(100,632)	TOTAL REVENUE CHANGE			

DHS
BUDGET MODIFICATION NO. # 23

(For Clerk's Use) Meeting Date: **SEP 12 1991**
Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Human Services
CONTACT Kathy Tinkle

DIVISION Social Services
TELEPHONE 248-3691

NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard/Gary Smith

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:
Budget Modification DHS # 23 reduces the Social Services Division A&D Program
Contracts budget by \$198,465 to reflect cuts necessary as a result of Measure 5.

(ESTIMATED TIME NEEDED ON THE AGENDA)

2. DESCRIPTION OF MODIFICATION (Explain the changes this bud mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

[] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification reduces the A&D Contracts budget by \$197,085. The action eliminates County funding for the CHIERS program for the last 9 months of this fiscal year (\$128,157); reduces the County funding for the acupuncture program by 50% for the remaining 9 months of FY 91-92 (\$23,596); eliminates \$33,897 of unallocated contract funds; and cuts all A&D contracted services funded with County General Fund by \$11,435, which represents an across the board 3.5% cut for the remaining 9 months of FY 91-92.

These actions, together with the associated indirect costs result in a total cut to A&D program of \$ 198,465.

3. REVENUE IMPACT

Reduces County General Fund \$198,465

Reduces Service Reimbursement F/S fund to General Fund \$1,380

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by:

Date:

Department Director:

Date:

Finance/Budget:

Date:

Employee Relations:

Date:

Board Approval:

Date:

REBORAH ROGERS 9/12/91

BUDGET MODIFICATION NO.

DHS
#24

(For Clerk's Use) Meeting Date:

SEP 12 1991

Agenda No.: R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

DEPARTMENT Human ServicesDIVISION Social ServicesCONTACT Kathy TinkleTELEPHONE 248-3691NAME OF PERSON MAKING PRESENTATION TO BOARD Billi Odegaard & Gary Smith

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:
Budget Modification DHS # 24 reduces the SSD Youth Program Office Operations
and Contracts budgets by \$94,250 to reflect cuts necessary due to General Fund
reductions as a result of Measure 5.

(ESTIMATED TIME NEEDED ON THE AGENDA

)

2. DESCRIPTION OF MODIFICATION (Explain the changes this bud mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification reduces the YPO Operations budget by \$30,920. The action eliminates unobligated County General fund created by filling a retiree position with new staff paid at first step; reduces temporary, professional services, supplies and eliminates the capital budget.

In addition, the modification reduces contracted services funded with County General Fund by \$62,890, which represents an across the board 3.5% cut for the remaining 9 months of FY 91-92. These reductions, together with associated indirect costs result in a total cut to the YPO program of \$94,250.

3. REVENUE IMPACT

Reduces County General Fund \$94,250

Reduces Service Reimbursement F/S Fund to Ins Fund \$2,306

Reduces Service Reimbursement F/S Fund to General Fund \$1,766

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

Originated by:

Date:

Department Director:

Date:

Finance/Budget:

Date:

Employee Relations:

Date:

Board Approval:

Date:

YPOCUT1/8-30/KT

[illegible]

156	010	1502	5100			(7,209)	Permanent
156	010	1502	5200			(3,800)	Temporary
156	010	1502	5500			(2,279)	Fringe
156	010	1502	5550			(2,306)	Insurance
						(15,594)	PS Subtotal
156	010	1502	6110			(8,000)	Professional Services
156	010	1502	6230			(2,500)	Supplies
156	010	1502	7100			(1,326)	Indirect Costs
						(11,826)	MS Subtotal
156	010	1502	8400			(3,500)	Equipment
						(3,500)	CO Subtotal
						(30,920)	Org 1502 Total
156	010	1505	6060			(62,890)	Pass Through
156	010	1505	7100			(440)	Indirect Costs
						(63,330)	Prg 1505 Total
400	040	7531	6520			(2,306)	Insurance
100	010	0104	7608			(94,250)	Cash Transfer
100	045	9120	7700			92,484	Contingency

TOTAL EXPENDITURE CHANGE		(98,322)	TOTAL EXPENDITURE CHANGE
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REVENUE TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FISCAL YEAR _____

Document Number	Action	Fund	Agency	Organization	Revenue Source	Current Amount	Revised Amount	Increase (Decrease)	Subtotal	Description
		156	010	1502	7601			(30,920)		CGF
		156	010	1505	7601			(63,330)		CGF
		400	040	7531	6602			(2,306)		Svs Reim to Ins Fund
		100	045	7410	6602			(1,766)		Svs Reim to Gen Fund

TOTAL REVENUE CHANGE	////	(98,322)	TOTAL REVENUE	CHANGE
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24

6. CURRENT YEAR PERSONNEL CHANGES (calculate costs or savings that will take place within this fiscal year: these should explain the actual dollar amounts changed on the Bud Mod.)					
		CURRENT FISCAL YEAR			
FTE	POSITION TITLE / EXPLANATION	BASE PAY	FRINGE	INSURANCE	TOTAL
	Vacancies filled with new staff at first step	(7,209)	(2,279)	(2,306)	(11,794)
TOTAL CHANGE (ANNUALIZED)					

EXPENDITURES - DHS #25

TRANSACTION EB [] GM [] TRANSACTION DA

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	A
		100	010	2510	
		100	010	2510	
		100	010	2510	
		100	010	2510	

REVENUE

TRANSACTION RB [] GM [] TRANSACTION

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	A
		100	010	2510	

DHS

BUDGET MODIFICATION NO. #25

(For Clerk's Use) Me

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

DEPARTMENT: Human Services DIVISION:
CONTACT: Marie Eighmey TELEPHONE:
*NAME OF PERSON MAKING PRESENTATION TO BO

SUGGESTED AGENDA TITLE:

Budget Modification DHS #25 cuts \$85,620
Justice Division Detention's FY91-92
support the General Fund Reduction Plan.

(Estimated Time Needed On The A

2. DESCRIPTION OF MODIFICATION:

{X} PERSONNEL CHANGES ARE SHOWN IN DETAI

This budget modification cuts 2 Gro
Supervision and \$21,876 in Temporary
Detention.

3. REVENUE IMPACT:

Decreases County G/F by \$85,620.

4. CONTINGENCY STATUS:

Originated By *Harold Ogilvie* Date *9/5/91* | Depar *Billi*

Budget Analyst *Carolyn* Date *9/6/91* | Perso *CRU*

Board Approval
ROBERTA L ROGERS

ME/budpflag.cut/bdpgldet.cut

PERSONNEL DETAIL FOR BUD MOD NO. 25

5. ANNUALIZED PERSONNEL CHANGES:

FTE		BASE PAY	FRINGE	INSURANCE	TOTAL
-2.0	SAME AS DETAIL GIVEN BELOW.	- \$46,698	- \$12,608	- \$4,438	- \$63,744

	-----	-----	-----	-----
TOTAL CHANGE, ANNUALIZED:	- \$46,698	- \$12,608	- \$4,438	- \$63,744

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES:

FTE	EXPLANATION OF CHANGE	BASE PAY	FRINGE	INSURANCE	TOTAL
0.0	TEMPORARY	(\$19,923)	(\$1,574)	(\$379)	(\$21,876)
-2.0	JUVENILE GROUPWORKERS	(\$46,698)	(\$12,608)	(\$4,438)	(\$63,744)
-2.0	TOTAL	(\$66,621)	(\$14,182)	(\$4,817)	(\$85,620)

BUDGET MODIFICATION NO. #26

DHS

(For Clerk's Use) Meeting Date

SEP 12 1991

Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

(Date)

DEPARTMENT: Human Services

DIVISION: Juvenile Justice

CONTACT: Marie Eighmey

TELEPHONE: 248-3550

*NAME OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard

SUGGESTED AGENDA TITLE:

Budget Modification DHS #26 cuts \$153,489 from the Juvenile Justice Division Community/Court Service's FY91-92 Adopted Budget to support the General Fund Reduction Plan.

(Estimated Time Needed On The Agenda)

2. DESCRIPTION OF MODIFICATION:

{X} PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED.

This budget modification reduces Probation Services by 2 Counselors, reduces Dependency staffing by 1 Counselor and cuts 1 Counselor in the Juvenile Sex Offender program. It also reduces Counselor Overtime funding by 52% (\$10,000).

3. REVENUE IMPACT:

Decreases County G/F by \$153,489.

4. CONTINGENCY STATUS:

Originated By	Date	Department Manager	Date
X Harold Ogburn	9/5/91	Billi Odegaard (ac)	9/5/91
Budget Analyst	Date	Personnel Analyst	Date
Walter J. J. J.	9/6/91	CRumbas	9/6/91
Board Approval	Date		
DEBORAH L. ROGERS	9/12/91		

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PERSONNEL DETAIL FOR BUD MOD NO. 26

5. ANNUALIZED PERSONNEL CHANGES:

FTE		BASE PAY	FRINGE	INSURANCE	TOTAL
-4.0	SAME AS DETAIL GIVEN BELOW.	-\$101,548	- \$27,835	-\$14,106	-\$143,489

	-----	-----	-----	-----
TOTAL CHANGE, ANNUALIZED:	-\$101,548	- \$27,835	-\$14,106	-\$143,489

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES:

FTE	EXPLANATION OF CHANGE	BASE PAY	FRINGE	INSURANCE	TOTAL
0.0	OVERTIME	(\$9,107)	(\$720)	(\$173)	(\$10,000)
-4.0	COUNSELORS	(\$101,548)	(\$27,835)	(\$14,106)	(\$143,489)
		-----	-----	-----	-----
-4.0	TOTAL	(\$110,655)	(\$28,555)	(\$14,279)	(\$153,489)

EXPENDITURES - DHS #26

TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	OBJECT	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2530			5100			(\$101,548)		DEC PERMANENT
		100	010	2530			5300			(\$9,107)		DEC OVERTIME
		100	010	2530			5500			(\$28,555)		DEC FRINGE
		100	010	2530			5550			(\$14,279)		DEC INSURANCE
											(\$153,489)	TOTAL, ORG 2530
											(\$153,489)	TOTAL, ORG 2500

REVENUE

TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2530			7601				(\$153,489)	COUNTY G/F
											(\$153,489)	COUNTY G/F

DHS
BUDGET MODIFICATION NO. # 27

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____
(Date)

DEPARTMENT: Human Services DIVISION: Juvenile Justice
CONTACT: Marie Eighmey TELEPHONE: 248-3550
*NAME OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard

SUGGESTED AGENDA TITLE:

Budget Modification DHS #27 cuts \$19,800 from the Juvenile Justice Division Information Service's FY91-92 Adopted Budget to support the General Fund Reduction Plan.

(Estimated Time Needed On The Agenda)

2. DESCRIPTION OF MODIFICATION:
{N/A} PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED.

This budget modification cuts \$4,000 in Materials/Services non-contractual Repair & Maintenance and \$15,800 in computer network Equipment purchases.

3. REVENUE IMPACT:

Decreases County G/F by \$19,800.

4. CONTINGENCY STATUS:

Originated By	Date	Department Manager	Date
<i>x Harold Ogburn</i>	<i>9/5/91</i>	<i>Billi Odegaard (uc)</i>	<i>9/5/91</i>
Budget Analyst	Date	Personnel Analyst	Date
<i>Carleen Elum</i>	<i>9/6/91</i>		
Board Approval			Date
<i>W. GORDON ROGERS</i>			<i>9/12/91</i>

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EXPENDITURES - DHS #27

TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	OBJECT	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2520			6180			(\$4,000)		DEC REP/MAINT
		100	010	2520			8400			(\$15,800)		DEC EQUIPMENT
											(\$19,800)	TOTAL, ORG 2520
											(\$19,800)	TOTAL, ORG 2500

REVENUE

TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2520			7601				(\$19,800)	COUNTY G/F
											(\$19,800)	COUNTY G/F

DHS
BUDGET MODIFICATION NO. #28

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT: Human Services DIVISION: Juvenile Justice
CONTACT: Marie Eighmey TELEPHONE: 248-3550
*NAME OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard

SUGGESTED AGENDA TITLE:

Budget Modification DHS #28 cuts \$49,091 from the Juvenile Justice Division Resource & Development unit's FY91-92 Adopted Budget to support the General Fund Reduction Plan.

(Estimated Time Needed On The Agenda)

2. DESCRIPTION OF MODIFICATION:

{X} PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED.

This budget modification cuts 1 Community Education Specialist in the Employment Training program and \$15,000 in Material/Services administrative support (\$12,000 in staff Training and \$3,000 in Local Travel).

3. REVENUE IMPACT:

Decreases County G/F by \$49,091.

4. CONTINGENCY STATUS:

Originated By	Date	Department Manager	Date
<i>x Harold Oglwyn</i>	<i>9/5/91</i>	<i>Billi Odegaard/ac</i>	<i>9/5/91</i>
Budget Analyst	Date	Personnel Analyst	Date
<i>Carol Ann</i>	<i>9/6/91</i>	<i>C. Columbus</i>	<i>9/6/91</i>
Board Approval			Date
<i>Deborah Rogers</i>			<i>9/12/91</i>

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PERSONNEL DETAIL FOR BUD MOD NO. 28

5. ANNUALIZED PERSONNEL CHANGES:

FTE		BASE PAY	FRINGE	INSURANCE	TOTAL
-1.0	SAME AS DETAIL GIVEN BELOW.	-\$23,349	-\$6,304	-\$4,438	-\$34,091

	TOTAL CHANGE, ANNUALIZED:	----- -\$23,349	----- -\$6,304	----- -\$4,438	----- -\$34,091
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6. CURRENT YEAR PERSONNEL DOLLAR CHANGES:

FTE	EXPLANATION OF CHANGE	BASE PAY	FRINGE	INSURANCE	TOTAL
-1.0	COMM EDUCATION SPECIALIST	(\$23,349)	(\$6,304)	(\$4,438)	(\$34,091)
-1.0	TOTAL	----- (\$23,349)	----- (\$6,304)	----- (\$4,438)	----- (\$34,091)

EXPENDITURES - DHS #28

TRANSACTION EB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	OBJECT	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2540			5100			(\$23,349)		DEC PERMANENT
		100	010	2540			5500			(\$6,304)		DEC FRINGE
		100	010	2540			5550			(\$4,438)		DEC INSURANCE
		100	010	2540			6310			(\$12,000)		DEC EDUC/TRNG
		100	010	2540			6330			(\$3,000)		DEC LOCAL TRAVE
											(\$49,091)	TOTAL, ORG 2540
											(\$49,091)	TOTAL, ORG 2500

REVENUE

TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2540			7601				(\$49,091)	COUNTY G/F
											(\$49,091)	COUNTY G/F

BUDGET MODIFICATION NO. _____ DCC 2

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT _____

DIVISION _____

CONTACT _____

TELEPHONE _____

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Shifts \$37,896 of Fields Service Allocation Revenues to cover 40% of DCC Director's salary, there by freeing up General Revenues.

Eliminates .5 FTE vacant Corrections Technician and \$13,000 in supplies.

TOTAL = (63,294)

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____)

\$ _____

Date

After this modification

\$ _____

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

Originated By	Date	Department Director	Date
Plan/Budget Analyst	Date	Employee Services	Date
Board Approval	Date		

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

DCC 2

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	ANNUALIZED		TOTAL Increase (Decrease)
			Increase/(Decrease)		
			Fringe	Ins.	
(0.50)	CORRECTIONS TECHNICIAN	(10,555)	(2,850)	(2,303)	(15,708)
(0.50)	TOTAL CHANGE (ANNUALIZED)	(10,555)	(2,850)	(2,303)	(15,708)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

		C U R R E N T F Y			
Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(0.50)	CORRECTIONS TECHNICIAN	(10,555)	(2,850)	(2,303)	(15,708)
TOTAL CURRENT FISCAL YEAR CHANGES		(10,555)	(2,850)	(2,303)	(15,708)

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		100	021	2101			5100			(35,956)		Permanent
		100	021	2101			5500			(9,708)		Fringe
		100	021	2101			5550			(4,630)		Insurance
		100	021	2101			6230			(13,000)	(63,294)	Supplies
		156	021	2101			5100			25,401		Permanent
		156	021	2101			5500			6,858		Fringe
		156	021	2101			5550			2,327		Insurance
		156	021	2101			7100			3,310	37,896	Indirect
		156	021	2210			6110			(34,586)		Professional Services
		156	021	2210			7100			(3,310)	(37,896)	Indirect
		400	40	7531			6520			(2,303)	(2,303)	Insurance
TOTAL EXPENDITURE CHANGE										(65,597)	(65,597)	

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		100	021	2101							(63,294)	
		156	021	2101			2309			37,896	37,896	CCA Field Services
		156	021	2101			2309			(37,896)	(37,896)	CCA Field Services
		400	040	7531			6220			(2,303)	(2,303)	Service Reimbursement
TOTAL REVENUE CHANGE										(2,303)	(65,597)	

BUDGET MODIFICATION NO. DCC2A
DEC3

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT Community Corrections

DIVISION _____

CONTACT Susan Kaeser

TELEPHONE _____

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Eliminates 1 Administrative Secretary position and \$8,000 of Materials and Services.

TOTAL = (34,106)

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____)

\$ _____

Date

After this modification

\$ _____

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

W. L. W. Murray 9/6/91 Robert Jackson 9-5-91
W. Deborah C. Rogers 9/12/91 CRUMBAS 9-5-91

DCC 3

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		100	021	2201			5100			(18,864)		Permanent
							5500			(5,093)		Fringe
							5550			(2,149)		Insurance Benefits
							6120			(1,000)		Printing
							6220			(2,000)		Postage
							6230			(3,000)		Supplies
							6330			(2,000)		Travel
											(34,106)	
		400	040	7531			6520			(2,149)	(2,149)	Insurance
TOTAL EXPENDITURE CHANGE										(36,255)	(36,255)	

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		100	021	2201			7601			(34,106)	(34,106)	General Revenues
		400	040	7531			6220			(2,149)	(2,149)	Serv Reimbursement
TOTAL REVENUE CHANGE										(36,255)	(36,255)	

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

0002A
DEC3

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	ANNUALIZED		TOTAL Increase (Decrease)
			Increase/(Decrease)		
			Fringe	Ins.	
(1.00)	ADMINISTRATIVE SECRETARY	(25,152)	(6,790)	(2,865)	(34,807)
(1.00)	TOTAL CHANGE (ANNUALIZED)	(25,152)	(6,790)	(2,865)	(34,807)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

		C U R R E N T F Y			
Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(0.75)	ADMINISTRATIVE SECRETARY	(18,864)	(5,093)	(2,149)	(26,106)
(0.75)					
TOTAL CURRENT FISCAL YEAR CHANGES		(18,864)	(5,093)	(2,149)	(26,106)

BUDGET MODIFICATION NO.

SCC2B
Dec 4

(For Clerk's Use) Meeting Date

SEP 12 1991

Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT _____

DIVISION _____

CONTACT _____

TELEPHONE _____

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐

Personnel changes are shown in detail on the attached sheet

Reclassifying an Administrative Secretary to an Office Assistant II in Program Services Administration.

TOTAL = (8,857)

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____)

\$ _____

Date

After this modification

\$

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

9/12/91

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	021	2304			5100			(5,942)		Permanent
		156	021	2304			5500			(1,604)		Fringe
		156	021	2304			5550			(538)		Insurance Benefits
		156	021	2304			7100			(774)		Indirect
											(8,857)	
		400	040	7531			6520			(538)		Insurance
		100	045	9120			7700			(774)		GF Contingency
											(1,311)	
TOTAL EXPENDITURE CHANGE										(10,168)	(10,168)	

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	021	2304			7601			(8,857)		Cash Transfer
		156	021	2303			7601			0		Cash Transfer
		400	040	7531			6602			(538)		Serv Reimbursement
		100	045	9120			6602			(774)		Serv Reimbursement
											(10,168)	
TOTAL REVENUE CHANGE										(10,168)	(10,168)	

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

DCC 2B
DEC 4

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	ANNUALIZED		TOTAL Increase (Decrease)
			Increase/(Decrease)		
			Fringe	Ins.	
(1.00)	ADMINISTRATIVE SECRETARY	(25,623)	(6,918)	(5,131)	(37,672)
1.00	OFFICE ASSISTANT 2	17,701	4,779	4,414	26,894
0.00	TOTAL CHANGE (ANNUALIZED)	(7,922)	(2,139)	(717)	(10,778)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

		C U R R E N T F Y			
Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(0.75)	ADMINISTRATIVE SECRETARY	(19,217)	(5,189)	(3,848)	(28,254)
0.75	OFFICE ASSISTANT 2	13,276	3,584	3,311	20,171

BUDGET MODIFICATION NO.

DCC3
BCC3

(For Clerk's Use) Meeting Date SEP 12 1991

Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT Community Corrections

DIVISION _____

CONTACT Susan Kaeser

TELEPHONE _____

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Eliminated 4.5 General Fund Probation Officer positions. Personnel will be shifted to vacant CCA positions.

TOTAL = (162,224)

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____)

\$ _____

Date

After this modification

\$ _____

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		100	021	2201			7601			(162,224)	(162,224)	General Revenues
		400	040	7531			6220			(18,939)	(18,939)	Serv Reimbursement
TOTAL REVENUE CHANGE										(181,163)	(181,163)	

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

DCC3
DCE5

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	ANNUALIZED			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(1.00)	PROB AND PAROLE OFFICER	(33,892)	(9,150)	(6,398)	(49,440)
(1.00)	PROB AND PAROLE OFFICER	(33,452)	(9,031)	(3,508)	(45,991)
(1.00)	PROB AND PAROLE OFFICER	(33,892)	(9,150)	(6,574)	(49,616)
(1.00)	PROB AND PAROLE OFFICER	(29,491)	(7,962)	(3,344)	(40,797)
(0.50)	PROB AND PAROLE OFFICER	(16,286)	(4,370)	(2,714)	(23,370)
(4.50)	TOTAL CHANGE (ANNUALIZED)	(147,013)	(39,663)	(22,538)	(209,214)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	CURRENT FY			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(0.75)	PROB AND PAROLE OFFICER	(25,419)	(6,863)	(4,799)	(37,081)
(0.75)	PROB AND PAROLE OFFICER	(25,089)	(6,773)	(2,631)	(34,493)
(0.75)	PROB AND PAROLE OFFICER	(25,419)	(6,863)	(4,931)	(37,213)
(0.75)	PROB AND PAROLE OFFICER	(22,118)	(5,972)	(2,508)	(30,598)
(0.38)	PROB AND PAROLE OFFICER	(12,215)	(6,554)	(4,070)	(22,839)
(3.38)					
TOTAL CURRENT FISCAL YEAR CHANGES		(110,260)	(33,025)	(18,939)	(162,224)

BUDGET MODIFICATION NO.

DCC4
DCE6

(For Clerk's Use) Meeting Date

SEP 12 1991

Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

(Date)

DEPARTMENT

DIVISION

CONTACT

TELEPHONE

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Reducing the Jail Levy budget by 6 months of salary savings for three vacant positions and reducing support services for A&D clients by \$60,574.

TOTAL = (116,022)

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of

Date

After this modification

\$

\$

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		169	021	2322			5100			(38,069)		Permanent
		169	021	2322			5500			(10,280)		Fringe
		169	021	2322			5550			(7,099)		Insurance Benefits
		169	021	2322			6060			(60,574)		Pass Thru
											(116,022)	
		400	040	7531			6520			(7,099)	(7,099)	Insurance
TOTAL EXPENDITURE CHANGE										(123,121)	(123,121)	

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		169	021	2328			5010			(116,022)	(116,022)	Jail Levy Revenues
		400	040	7531			6220			(7,099)	(7,099)	Serv Reimbursement
TOTAL REVENUE CHANGE										(123,121)	(123,121)	

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

DCC4
DCC6

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	ANNUALIZED		TOTAL Increase (Decrease)
			Increase/(Decrease)		
			Fringe	Ins.	
(1.00)	OFFICE ASSISTANT 2	(17,701)	(4,779)	(4,414)	(26,894)
(1.00)	PROG DEVELOP SPECIALIST	(29,218)	(7,889)	(4,892)	(41,999)
(1.00)	PROG DEVELOP SPECIALIST	(29,218)	(7,889)	(4,892)	(41,999)
(3.00)	TOTAL CHANGE (ANNUALIZED)	(76,137)	(20,557)	(14,198)	(110,892)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	CURRENT FY		TOTAL Increase (Decrease)
			Increase/(Decrease)		
			Fringe	Ins.	
(0.50)	OFFICE ASSISTANT 2	(8,851)	(2,390)	(2,207)	(13,448)
(0.50)	PROG DEVELOP SPECIALIST	(14,609)	(3,945)	(2,446)	(21,000)
(0.50)	PROG DEVELOP SPECIALIST	(14,609)	(3,945)	(2,446)	(21,000)
TOTAL CURRENT FISCAL YEAR CHANGES		(38,069)	(10,280)	(7,099)	(55,448)

BUDGET MODIFICATION NO. DA #3

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT District Attorney

DIVISION _____

CONTACT Kelly Bacon

TELEPHONE 248-3105

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Mike Schrunk

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget Modification DA #3 decreases the District Attorney's Office Budget by \$390,713 due to Countywide projected revenue shortfall.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ X

Personnel changes are shown in detail on the attached sheet

The reduction of these positions will cause the District Attorney to stop the prosecution of property crimes in Multnomah County.

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____) \$ _____

Date

After this modification \$ _____

Originated By

Kelly Bacon

Date

Sept. 4, 1991

Department Director

Kelly Bacon TS

Date

9/4/91

Plan/Budget Analyst

Thomas D. G.

Date

9/4/91

Employee Services

Chumbras

Date

9/4/91

Board Approval

GEORGE H. ROBERTS

Date

9/12/91

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	ANNUALIZED			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(1.00)	Word Processing Supervisor	(27,080)	(7,312)	(5,192)	(39,584)
(1.00)	Word Processing Operator	(18,068)	(4,878)	(4,429)	(27,375)
(1.00)	Victim Advocate	(29,907)	(7,814)	(3,378)	(41,099)
(1.00)	Deputy DA 1	(33,793)	(9,123)	(3,646)	(46,562)
(1.00)	Deputy DA 1	(34,160)	(9,222)	(3,249)	(46,631)
(1.00)	Deputy DA 1	(32,750)	(8,842)	(5,573)	(47,165)
(1.00)	Deputy DA 2	(37,676)	(10,171)	(3,817)	(51,664)
(1.00)	Deputy DA 2	(36,911)	(9,965)	(3,370)	(50,246)
(1.00)	Deputy DA 3	(44,152)	(10,636)	(3,895)	(58,683)
(1.00)	Deputy DA 4	(53,245)	(14,375)	(7,901)	(75,521)
					0
					0
					0
					0
(10.00)	TOTAL CHANGE (ANNUALIZED)	(347,742)	(92,338)	(44,450)	(484,530)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	CURRENT FY			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(1.00)	Delete Word Processing Supervisor	(27,080)	(7,312)	(5,192)	(39,584)
(1.00)	Delete Word Processing Operator	(18,068)	(4,878)	(4,429)	(27,375)
(1.00)	Delete Victim Advocate	(29,907)	(7,814)	(3,378)	(41,099)
(0.75)	Delete Deputy DA 1	(25,620)	(6,916)	(2,437)	(34,973)
(0.75)	Delete Deputy DA 1	(24,562)	(6,631)	(4,180)	(35,373)
(0.75)	Delete Deputy DA 1	(25,345)	(6,842)	(2,735)	(34,922)
(0.75)	Delete Deputy DA 2	(28,257)	(7,628)	(3,135)	(39,020)
(0.75)	Delete Deputy DA 2	(27,683)	(7,474)	(2,527)	(37,684)
(0.75)	Delete Deputy DA 3	(33,144)	(7,977)	(2,921)	(44,042)
(0.75)	Delete Deputy DA 4	(39,934)	(10,781)	(5,926)	(56,641)
					0
					0
					0
TOTAL CURRENT FISCAL YEAR CHANGES		(279,600)	(74,253)	(36,860)	(390,713)

TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY
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REVENUE	TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY
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Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		400	040				6600			(36,860)	(36,860)	Service Reimb from Gen Fund
TOTAL REVENUE CHANGE										(36,860)	(36,860)	

BUDGET MODIFICATION NO. MC50 41(For Clerk's Use) Meeting Date SEP 12 1991Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Sheriff's Office

DIVISION

CONTACT Larry AabTELEPHONE 251-2489*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sheriff SkipperSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget modification increasing the amount of Federal Marshal revenue by \$492,641.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

I] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification will increase the number of County jail beds sold to the Federal Marshal by 20 from 158 to 178 effective 10/1/91.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) (Date)

\$ _____

After this modification

\$ _____

Originated By

Date

Department Manager

Date

Budget Analyst

Date

Personnel Analyst

Date

Board Approval

Date

W. BORDEN L. ROGERS9/12/91

TRANSACTION EB []

GM [] TRANSACTION DATE.

ACCOUNTING PERIOD

BUDGET FY

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Increase (Decrease)	Sub- Total	Description
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[illegible]

REVENUE

TRANSACTION RB []

GM [] TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY.

Document Number	Action	Fund	Agency	Organ- ization	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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		100	025	3810			2004			492,641		Federal Marshal
TOTAL REVENUE CHANGE										492,641		TOTAL REVENUE CHANGE

BUDGET MODIFICATION NO. 750 +2(For Clerk's Use) Meeting Date SEP 12 1991Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Sheriff's Office

DIVISION _____

CONTACT Larry AabTELEPHONE 251-2489*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sheriff Skipper**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Budget modification reducing the amount of PERS budgeted to correspond with the actual recovery rate being charged on members of the Deputies and Corrections Officer's bargaining units.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification reduces the amount appropriated for PERS from 29.1% to 27.1% for all members of the Deputies and Corrections Officer's bargaining units. The decrease is effective 7/1/91 through 6/30/92. The total amount of the decrease is \$376,720.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____)
(Date)

\$ _____

After this modification

\$ _____

Originated By

Date

Department Manager

Date

Budget Analyst

Date

Personnel Analyst

Date

Board Approval

Date

EXPENDITURE

TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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100

025

3005

5500

(3,467)

Fringe

3008

5500

(3,085)

Fringe

3102

5500

(1,217)

Fringe

3117

5500

(746)

Fringe

3118

5500

(2,471)

Fringe

3120

5500

(9,352)

Fringe

3301

5500

(9,452)

Fringe

3311

5500

(28,305)

Fringe

3315

5500

(4,365)

Fringe

3316

5500

(4,229)

Fringe

3317

5500

(958)

Fringe

3320

5500

(11,416)

Fringe

3501

5500

(1,187)

Fringe

3601

5500

(2,201)

Fringe

3602

5500

(939)

Fringe

TOTAL EXPENDITURE CHANGE												TOTAL EXPENDITURE CHANGE
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REVENUE

TRANSACTION RB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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TOTAL REVENUE CHANGE												TOTAL REVENUE CHANGE
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EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE_____

ACCOUNTING PERIOD _____

BUDGET FY_____

Document Number	Action Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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		100	025	3604			5500			(3,424)		Fringe
				3606			5500			(1,379)		Fringe
				3608			5500			(2,548)		Fringe
				3810			5500			(2,783)		Fringe
				3915			5500			(151,559)		Fringe
				4010			5500			(1,183)		Fringe
				4012			5500			(927)		Fringe
				4016			5500			(958)		Fringe
				4020			5500			(982)		Fringe
				4030			5500			(18,023)		Fringe
				4031			5500			(10,594)		Fringe
				4112			5500			(2,845)		Fringe
				4117			5500			(6,762)		Fringe
		169	025	3955			5500			(85,285)		Fringe
				4030			5500			(1,860)		Fringe
				4031			5500			(2,218)		Fringe
										(376,720)		Personal Services
TOTAL EXPENDITURE CHANGE										(376,720)		TOTAL EXPENDITURE CHANGE

BUDGET MODIFICATION NO. MC50 + 3(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Sheriff's Office

DIVISION _____

CONTACT Larry AabTELEPHONE 251-2489*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sheriff Skipper**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Budget modification reducing personnel, materials and supplies to correspond with a 40 bed cut in the beds at MCRC.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

I] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification reduces the Sheriff's budget \$223,581 by cutting personnel and materials and services necessary for the operation of 40 beds at MCRC reducing the beds from 120 to 80 beginning 10/1/91. Positions eliminated will be 2 Corrections Officers, 1 Sheriff's Operations Tech. and 1 Corrections Counselor. Materials and Services appropriations eliminated include the funds for food, GED instruction, and inmate supplies.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

Reduce MCRC room and board revenue \$52,500.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____)
(Date)

\$ _____

After this modification

\$ _____

Originated By

Date

Department Manager

Date

Budget Analyst

Date

Personnel Analyst

Date

Board Approval

Date

DEBORAH L ROGERS9/12/91

EXPENDITURE MCRC
TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		100	025	3915			5100			(61,537)		Perminent
							5300			(6,219)		Over-time
							5400			(1,494)		Premium
							5500			(25,622)		Fringe
							5550			(12,895)		Insurance
				4017			5100			(14,688)		Perminent
							5300			(1,348)		Over-time
							5500			(4,329)		Fringe
							5550			(2,335)		Insurance
				4113			5100			(18,644)		Perminent
							5500			(4,186)		Fringe
							5550			(3,829)		Insurance
											(157,126)	Personal Services
				4012			6270			(52,395)		Food
				4110			6110			(1,994)		Professional Services
TOTAL EXPENDITURE CHANGE												TOTAL EXPENDITURE CHANGE

REVENUE
TRANSACTION RB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		400	040	7231			6600			(19,059)		Insurance
		100	025	3915			4134			(52,500)		MCRC Room and Board
TOTAL REVENUE CHANGE												TOTAL REVENUE CHANGE

EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE_____

ACCOUNTING PERIOD _____

BUDGET FY_____

Document
Number

Action Fund Agency

Organi-

Organization	Activity	Reporting Category
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Reporting

Reporting Category	Object
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Object

Current
Amount

Revised
Amount

Change
Increase
(Decrease)

Sub-

Sub- Total	Description
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Description

[illegible]

TOTAL EXPENDITURE CHANGE

(242,640)

TOTAL EXPENDITURE CHANGE

PERSONNEL DETAIL FOR BUD MOD NO. MC50 #3

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	Annualized			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
(1.00)	Sheriff's Operations Technician	(19,584)	(5,287)	(3,021)	(27,892)
(2.00)	Correcitons Officer	(54,021)	(19,988)	(11,030)	(85,039)
(1.00)	Corrections Supervisor	(27,011)	(9,994)	(5,515)	(42,520)
(1.00)	Corrections Counselor	(24,859)	(5,581)	(5,105)	(35,545)
(5.00)	TOTAL CHANGE (ANNUALIZED)	(125,475)	(40,850)	(24,671)	(190,996)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	Current FY			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
Permanent	Cut .75 Sheriff's Operations Technician	(14,688)	(3,965)	(2,266)	(20,919)
" "	Cut 1.50 Correcitons Officers	(40,516)	(14,991)	(8,273)	(63,780)
" "	Cut .75 Corrections Supervisor	(20,258)	(7,495)	(4,136)	(31,889)
" "	cut .75 Corrections Counselor	(18,644)	(4,186)	(3,829)	(26,659)
" "	Cut personal holiday payoff	(763)	(282)	(44)	(1,089)
Overtime	Reduce	(7,567)	(2,665)	(425)	(10,657)
Peremium	Reduce	(1,494)	(553)	(86)	(2,133)
	TOTAL	(103,930)	(34,137)	(19,059)	(157,126)

BUDGET MODIFICATION NO. 2250 # 4(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Sheriff's Office
CONTACT Larry AabDIVISION _____
TELEPHONE 251-2489*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sheriff Skipper**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Budget modification eliminating a shift of Corrections Supervisors at MCIJ.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification will reduce the Sheriff's budget \$179,732, by cutting 5 FTE Corrections Supervisor positions at MCIJ from 10/1/91 - 6/30/92. The elimination of these positions corresponds to the closure of 2 dorms at the Inverness jail.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)
After this modification \$ _____

Originated By	Date	Department Manager	Date
		<u>Robert H. Skipper Jr.</u>	<u>9/5/91</u>
Budget Analyst	Date	Personnel Analyst	Date
<u>J. Mark Campbell</u>	<u>9-5-91</u>	<u>Shirlee Robertson</u>	<u>9/5/91</u>
Board Approval			Date
<u>DEBORAH C. ROGERS</u>			<u>9/12/91</u>

PERSONNEL DETAIL FOR BUD MOD NO. 3250 +4

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	Annualized			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
(5.00)	Corrections Supervisor	(140,808)	(52,095)	(17,356)	(210,259)
	TOTAL CHANGE (ANNUALIZED)				

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	Current FY			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
Permanent	Cut 3.75 Corrections Supervisors	(105,606)	(39,071)	(13,017)	(157,694)
Permenant	Cut personal holiday payoff	(1,271)	(470)	(73)	(1,814)
Overtime	Reduction	(10,365)	(3,835)	(594)	(14,794)
Premium	Reducation	(2,490)	(921)	(143)	(3,554)
	TOTAL	(119,732)	(44,297)	(13,827)	(177,856)

BUDGET MODIFICATION NO. MC50 #5(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Sheriff's Office

DIVISION _____

CONTACT Larry AabTELEPHONE 251-2489*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sheriff Skipper**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Budget modification eliminating 7 inmate work crew supervisory positions.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification will reduce the Sheriff's budget \$241,181 by eliminating 7 positions responsible for supervising the Inverness inmate work crews from the Sheriff's Corrections Branch budget. Positions eliminated will be 6 Corrections Officers and 1 Corrections Sergeant. Approval of this modification will mean that only 3 work crew officers will be available, cutting the crews available to a maximum of 3 at a time.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)

After this modification \$ _____

Originated By _____

Date _____

Department Manager _____

Date _____

Budget Analyst _____

Date _____

Personnel Analyst _____

Date _____

Board Approval _____

Date _____

EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		169	025	3955			5100			(144,449)		Perminent
							5300			(14,511)		Over-time
							5400			(3,486)		Premium
							5500			(42,681)		Fringe
							5550			(28,554)		Insurance
											(233,681)	Personal Services
							6230			(3,750)		Supplies
										(3,750)		Motor Pool
											(7,500)	Materials & Services
		400	040	7231			6580			(28,554)	(28,554)	Insurance
TOTAL EXPENDITURE CHANGE											(269,735)	TOTAL EXPENDITURE CHANGE

REVENUE

TRANSACTION RB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		400	040	7231			6600			(28,554)		Insurance
TOTAL REVENUE CHANGE										(28,554)		TOTAL REVENUE CHANGE

PERSONNEL DETAIL FOR BUD MOD NO. 7650 #5

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	A n n u a l i z e d			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
(6.00)	Corrections Offcier	(162,064)	(36,732)	(33,090)	(231,886)
(1.00)	Corrections Supervisor	(28,162)	(10,419)	(3,471)	(42,052)
(7.00)	TOTAL CHANGE (ANNUALIZED)	(190,226)	(47,151)	(36,561)	(273,938)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	C u r r e n t F Y			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
Permanent	Cut 4.5 Corrections Officers	(121,548)	(27,549)	(24,818)	(173,915)
" "	Cut .75 Correcitons Supervisor	(21,121)	(7,814)	(2,603)	(31,538)
" "	Cut personal holiday payoff	(1,780)	(659)	(102)	(2,541)
Overtime	Reduce	(14,511)	(5,369)	(831)	(20,711)
Premium	Reduce	(3,486)	(1,290)	(200)	(4,976)
	TOTAL	(162,446)	(42,681)	(28,554)	(233,681)

BUDGET MODIFICATION NO. 7250 + 6(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Sheriff's Office

DIVISION _____

CONTACT Larry AabTELEPHONE 251-2489*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sheriff Skipper**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Budget modification cutting appropriations necessary for the operation of 2 dorms at MCIJ.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification will reduce the Sheriff's budget \$605,778 by cutting personnel and materials and services necessary for the operation of 2 dorms at MCIJ (100 jail beds) from 10/1/91 - 6/30/92. Positions eliminated will be 11 Corrections Officers, 1 Sheriff's Operations Tech. and 1 Corrections Counselor. Materials and Services appropriations eliminated include the funds for food, GED instruction, and inmate supplies.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)
After this modification \$ _____

Originated By	Date	Department Manager	Date
		<u>Robert J. Skipper</u>	<u>9/5/91</u>
Budget Analyst	Date	Personnel Analyst	Date
<u>D. Mark Campbell</u>	<u>9-5-91</u>	<u>Shirley Robertson</u>	<u>9/5/91</u>
Board Approval		Date	
<u>W. BORAH ROGERS</u>		<u>9/12/91</u>	

EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		169	025	3955			5100			(225,636)		Perminent
							5300			(22,803)		Over-time
							5400			(5,478)		Premium
							5500			(62,006)		Fringe
							5550			(47,280)		Insurance
				4017			5100			(14,913)		Perminent
							5300			(1,348)		Over-time
							5500			(4,390)		Fringe
							5550			(2,159)		Insurance
				4113			5100			(18,644)		Perminent
							5500			(4,186)		Fringe
							5550			(3,829)		Insurance
											(412,672)	Personal Services
				4012			6270			(130,899)		Food
				4110			6110			(7,500)		Professional Services
TOTAL EXPENDITURE CHANGE												TOTAL EXPENDITURE CHANGE

REVENUE

TRANSACTION RB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		400	040	7231			6600			(53,268)		Insurance
TOTAL REVENUE CHANGE										(53,268)		TOTAL REVENUE CHANGE

PERSONNEL DETAIL FOR BUD MOD NO. 250 #6

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	A n n u a l i z e d			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
(1.00)	Sheriff's Operations Technician	(19,884)	(5,368)	(2,787)	(28,039)
(11.00)	Corrections Officer	(297,118)	(67,342)	(60,665)	(425,125)
(1.00)	Corrections Counselor	(24,859)	(5,581)	(5,105)	(35,545)
(13.00)	TOTAL CHANGE (ANNUALIZED)	(341,861)	(78,291)	(68,557)	(488,709)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	C u r r e n t F Y			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
Permanent	Cut .75 Sheriff's Operations Technician	(14,913)	(4,026)	(2,090)	(21,029)
" "	Cut 8.25 Corrections Officers	(222,839)	(50,507)	(45,499)	(318,845)
" "	Cut .75 Corrections Counselor	(18,644)	(4,186)	(3,829)	(26,659)
" "	Cut personal holiday payoff	(2,797)	(1,035)	(160)	(3,992)
Overtime	Reduce	(24,151)	(8,801)	(1,376)	(34,328)
Premium	Reduce	(5,478)	(2,027)	(314)	(7,819)
	Total	(288,822)	(70,582)	(53,268)	(412,672)

BUDGET MODIFICATION NO. MC50 + 7(For Clerk's Use) Meeting Date **SEP 12 1991**
Agenda No. B-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Sheriff's Office

DIVISION _____

CONTACT Larry AabTELEPHONE 251-2489*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sheriff Skipper**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Budget modification eliminating 3 positions in the Law Enforcement branch

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification will reduce the Sheriff's budget \$121,499 by eliminating a Patrol Sergeant and 2 Civil Deputies from the Sheriff's Law Enforcement Branch from October 1, 1991 - June 30, 1992. Elimination of the Patrol Sergeant will mean a reduced level of supervision over patrol deputies, increasing the potential for incurred liability. Elimination of the Civil Deputies will mean a significant increase in the amount of time necessary to process civil papers such as restraining orders, subpoenas, summons, writs of execution, etc.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)

After this modification

\$ _____

Originated By

Date

Department Manager

Date

Budget Analyst

Date

Personnel Analyst

Date

Board Approval

Date

WILLIAM C. ROYERS9/12/91

EXPENDITURE

TRANSACTION EB []

GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		100	025	3311		5100				(36,693)		Perminent
						5500				(13,575)		Fringe
						5550				(5,304)		Insurance
				3301		5300				(5,325)		Overtime
						5500				(1,970)		Fringe
						5550				(307)		Insurance
				3501		5100				(41,186)		Perminent
						5500				(11,119)		Fringe
						5550				(6,020)		Insurance
											(121,499)	Personal Services
		400	040	7231		6580				(11,631)	(11,631)	Insurance
TOTAL EXPENDITURE CHANGE											(133,130)	TOTAL EXPENDITURE CHANGE

REVENUE

TRANSACTION RB []

GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		400	040	7231			6600			(11,631)		Insurance
TOTAL REVENUE CHANGE										(11,631)		TOTAL REVENUE CHANGE

PERSONNEL DETAIL FOR BUD MOD NO. ncso + 7

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	Annualized			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
(1.00)	Sergeant	(48,924)	(18,100)	(7,072)	(74,097)
(2.00)	Civil Deputies	(54,915)	(14,825)	(8,027)	(77,768)
(3.00)	TOTAL CHANGE (ANNUALIZED)	(103,839)	(32,925)	(15,099)	(151,865)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	Current FY			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
Permanent	Cut .75 Sergeant	(36,693)	(13,575)	(5,304)	(55,572)
" "	Cut 1.50 Civil Deputies	(41,186)	(11,119)	(6,020)	(58,325)
Overtime	Reduce	(5,325)	(1,970)	(307)	(7,602)
	TOTAL	(83,204)	(26,664)	(11,631)	(121,499)

BUDGET MODIFICATION NO. MCSO # 8

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)

DEPARTMENT Sheriff's Office DIVISION _____
CONTACT Larry Aab TELEPHONE 251-2489
* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Sheriff Skipper

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget Modification reducing Sheriff's Office Personal Services appropriation for vacancy savings realized to date.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Due to vacancies and late hiring of positions at MCIJ, the Sheriff's Office has accumulated \$260,907 in personnel savings through September 1st. Some of the savings included in this figure will also be carried as permanent savings through the elimination of positions in the Corrections branch.

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS (to be completed by Budget & Planning)
Fund Contingency before this modification (as of _____) \$ _____
Date _____
After this modification \$ _____

Originated By	Date	Department Director	Date
		<u>Robert G. Skipper / LA/DCW</u>	<u>9/5/91</u>
Plan/Budget Analyst	Date	Employee Services	Date
<u>J. Mark Campbell</u>	<u>9-5-91</u>		
Board Approval	Date		
<u>W. B. ROBERTS (ROBERTS)</u>	<u>9/12/91</u>		

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		100	025	3915			5100			(154,922)		Permanent
							5500			(41,984)		Fringe Benefits
							5550			(10,968)		Insurance
											(207,874)	
		169	025	3955			5100			(39,524)		Permanent
							5500			(10,711)		Fringe Benefits
							5550			(2,798)		Insurance
											(53,033)	
		400	050	7531			6580			(13,764)		Insurance
TOTAL EXPENDITURE CHANGE										(274,672)		

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Source	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		400	050	7040			6600			(10,967)		General Fund
							6610			(2,797)		Jail Levy Fund
TOTAL REVENUE CHANGE										(13,764)		

BUDGET MODIFICATION NO.

DES # 2

(For Clerk's Use) Meeting Date

SEP 12 1991

Agenda No.

R-7

REQUEST FOR PLACEMENT ON THE AGENDA FOR

September 12, 1991

(Date)

DEPARTMENT Environmental ServicesDIVISION Assessment & TaxationCONTACT Janice DruianTELEPHONE 248-3345* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Janice Druian, Kathy TuncbergSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

Addition of Revenue to be Generated from a Tax Statement Fee

15 Minutes

(Estimated Time Needed on the Agenda)

DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Assessment & Taxation will begin imposing a \$3.00 fee for mailing February and May trimester tax statements.

This fee will also be imposed on delinquent tax billings. It is expected that this fee will generate \$420,000 in FY 91-92.

This estimate is based on the following figures:

February	55,000
May	57,000
Delinquents	<u>28,000</u>
TOTAL	140,000

REVENUE IMPACT

(Explain revenues being changed and reason for the change)

This new revenue source will offset budgeted BIT revenue which will not be realized.

CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of

Date

\$

After this modification

\$

Generated By

Date

Department Director

Date

Budget Analyst

Date

Employee Services

Date

Approval

Date

<u>Mark Campbell</u>	<u>9-5-91</u>	<u>Paul Varborough / BW / DW</u>	
<u>Wendy Rogers</u>	<u>9/12/91</u>		

TRANSACTION EB GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

[illegible]

TRANSACTION EB GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Source	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		100	030	7630			4706	0	420,000	420,000		Tax Statement Fee
TOTAL REVENUE CHANGE										420,000		

BUDGET MODIFICATION NO. DES +3(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT DES DIVISION ASSESSMENT & TAXATION
CONTACT JANICE DRUIAN TELEPHONE 248-3090
*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD BETSY WILLIAMSSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)

BUDGET MODIFICATIONS (REDUCTIONS) TO ASSESSMENT & TAXATION 91/92 BUDGET

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEETELIMINATE UNFILLED PERSONAL PROPERTY TAX COLLECTION SPECIALIST \$34,713
REDUCE PROFESSIONAL SERVICES (support of some systems) 4,000
REDUCE POSTAGE (amount not needed for property increase notices) 30,000
CAPITAL REDUCTIONS:

- Mainframe project hardware & software
- Data entry system workstation
- Grid Pad (hand held computers for appraisal) 83,000

TOTAL \$151,713

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)
After this modification \$ _____

Originated By	Date	Department Manager	Date
		<i>Paul Garbano / bku</i>	<i>9/3/91</i>
Budget Analyst	Date	Personnel Analyst	Date
<i>J. Mark Campbell</i>	<i>9-5-91</i>	<i>Ronald H. Winkley</i>	<i>9/5/91</i>
Board Approval		Date	
<i>REBORAH C. ROBERTS</i>		<i>9/12/91</i>	

EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		100	030	7630			5100	25,100	-0-	(25,100)		cut unfilled personnel
		100	030	7630			5500	6,777	-0-	(6,777)		property tax collection
		100	030	7630			5550	2,836	-0-	(2,836)	(34,713)	specialist
		100	030	7580			6200	68,031	38,031	(30,000)		postage savings for not
		100	030	7566			6110	39,744	35,744	(4,000)	(34,000)	mailing value notices
		100	030	7566			8400	82,382	99,382	(83,000)	(83,000)	
TOTAL EXPENDITURE CHANGE											(151,713)	TOTAL EXPENDITURE CHANGE

REVENUE

TRANSACTION RB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
TOTAL REVENUE CHANGE												TOTAL REVENUE CHANGE

PERSONNEL DETAIL FOR BUD MOD NO. _____

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	A n n u a l i z e d			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
1.0	Tax Collection Specialist (Personal Property)	(25,100)	(6,777)	(2,836)	(34,713)
1.0	TOTAL CHANGE (ANNUALIZED)	(25,100)	(6,777)	(2,836)	(34,713)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	C u r r e n t F Y			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)

BUDGET MODIFICATION NO. DES #4

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT DES

DIVISION ADMINISTRATION

CONTACT BETSY WILLIAMS

TELEPHONE 248-5012

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD BETSY WILLIAMS

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

1991/92 BUDGET REDUCTIONS

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

THIS AMENDMENT REDUCES THE 1991/92 BUDGET OF DES ADMINISTRATION BY \$15,464, \$12,964 in Personnel Services by delaying the hire of a Finance Specialist II until October 1, 1991 and decreasing various Materials and Services by \$2,500.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____)

\$ _____

(Specify Fund)

(Date)

After this modification

\$ _____

Originated By

Date

Department Director

Date

Paul Yarbrough

8/31/91

Finance/Budget

Date

Employee Relations

Date

Shawn Morawiec

9/5/91

Danell H. Wenckley

9/5/91

Board Approval

Date

WEDDORAH C. ROYERS

9/12/91

EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE_____

ACCOUNTING PERIOD _____

BUDGET FY_____

Document
Number

Action Fund

Agency

Organi-
zation

Activity

Reporting
Category

Object

Current
Amount

Revised
Amount

Change
Increase
(Decrease)

Sub-
Total

Description

[illegible]

TOTAL EXPENDITURE CHANGE

(15, 464)

TOTAL EXPENDITURE CHANGE

REVENUE
TRANSACTION RB []

GM [] TRANSACTION DATE_____

ACCOUNTING PERIOD _____

BUDGET FY_____

Document
Number

Action Fund

Agency

Organi-
zation /

Activity

Reporting Category :

Source

Current
Amount

Revised
Amount

Change
Increase
(Decrease)

Sub-
Total

Description

[illegible]

TOTAL REVENUE CHANGE

TOTAL REVENUE CHANGE

PERSONNEL DETAIL FOR BUD MOD NO. DES#4

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	Annualized		
		BASE PAY Increase (Decrease)	FRINGE Increase (Decrease)	TOTAL Increase (Decrease)
	N/A - This budget reduction is a one-time-only delay in hiring, which will affect 1991/92 only.			
	TOTAL CHANGE (ANNUALIZED)			

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Full Time Positions, Part-Time, Overtime, or Premium	Explanation of Change	Current FY		
		BASE PAY Increase (Decrease)	FRINGE Increase (Decrease)	TOTAL Increase (Decrease)
Delete .25 F.T.E.	Delay hire of Fin. Spec. II until October 1, 1991	(8,946)	(4,018)	(12,964)

BUDGET MODIFICATION NO. DES #5(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7**1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____**

(Date)

DEPARTMENT Environmental ServicesDIVISION Planning and DevelopmentCONTACT R. Scott PembleTELEPHONE 248-3182

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED**AGENDA TITLE** (to assist in preparing a description for the printed agenda)

DES Deficit Reduction Measure

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)☐ **PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET**

The elimination of one Planner position will reduce the General Fund portion of the Planning and Development budget by \$44,235.

This reduction in staff will cause some long-range planning work to be postponed until next fiscal year.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

This action will reduce the General Fund requirement for the Planning and Development Division by \$44,235.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) (Date)

\$ _____

R. Scott Pemble

8/29/91

After this modification

\$ _____

Originated By

Date

Department Manager

Date

*Paul Yamborgh / bkw**8/31/91*

Budget Analyst

Date

Personnel Analyst

Date

*Shawn M. Lawrence**9/5/91**Donald D. Winkley**9/5/91*

Board Approval

Date

*W. B. ROBERTS**9/12/91*

EXPENDITURE
TRANSACTION, EB []

GM []

TRANSACTION DATE.

ACCOUNTING PERIOD

BUDGET FY.

[illegible]

TOTAL EXPENDITURE CHANGE	(44,235)	TOTAL EXPENDITURE CHANGE
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REVENUE
TRANSACTION RB []

GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

[illegible]

TOTAL REVENUE CHANGE			TOTAL REVENUE CHANGE
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PERSONNEL DETAIL FOR BUD MOD NO. DES #5

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	Annualized		
		BASE PAY Increase (Decrease)	FRINGE Increase (Decrease)	TOTAL Increase (Decrease)
(1)	Planner	(30,203)	(14,032)	(44,235)
	TOTAL CHANGE (ANNUALIZED)			

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

		C u r r e n t F Y		
Full Time Positions, Part-Time, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	FRINGE Increase (Decrease)	TOTAL Increase (Decrease)
(1)	Planner	(30,203)	(14,032)	(44,235)

BUDGET MODIFICATION NO.

DES #6

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT DES

DIVISION Elections

CONTACT Michael Cox

TELEPHONE 248-3730

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

BUDGET REDUCTION - TOTAL: (\$87,019)

7690 - Election Administration - (\$78,247)

7790 - Voter Outreach and Education - (\$8,772)

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____) \$ _____

Date

After this modification \$ _____

Originated By	Date	Department Director	Date
		<u>Paul Garbough/bhw</u>	<u>8/31/91</u>
Plan/Budget Analyst	Date	Employee Services	Date
<u>Theresa M. Lawrence</u>	<u>9/5/91</u>	<u>Donald Hewitt/Hay</u>	<u>9/5/91</u>
Board Approval	Date		
<u>DEBORAH C. ROGERS</u>	<u>9/12/91</u>		

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY 1991-92REVENUE

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

[illegible]

BUDGET MODIFICATION

Elections Division

DES #6

Personnel Changes: 7690 - Elections Administration

Job Title	Job No.	FTE Reduction	Base (5100)	Fringe (5500)	Insurance (5550)	TOTAL:	NOTES:
Administrative Specialist	9330	-1.00	(\$40,290)	(\$10,878)	(\$ 3,573)	(\$54,741)	Eliminate Position
Office Assistant II	6001	-0.50	(\$ 9,822)	(\$ 2,652)	(\$ 1,991)	(\$14,465)	Delay Hire until Jan. 1, 1992
Community Information Specialist	0088	-0.25	(\$ 6,193)	(\$ 1,672)	(\$ 1,176)	(\$ 9,041)	Delay Hire until Oct. 1, 1991
TOTAL:			(\$56,305)	(\$15,202)	(\$ 6,740)	(\$78,247)	

BUDGET MODIFICATION NO. DES #8(For Clerk's Use) Meeting Date **SEP 12 1991**
Agenda No. **R-7**1. REQUEST FOR PLACEMENT ON THE AGENDA FOR 9-12-91DEPARTMENT DES
CONTACT F. Wayne George(Date)
DIVISION Facilities Management
TELEPHONE 248-3322

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

(5634) Eliminates a vacant Electrical Supervisor position and shifts those duties and responsibilities to other line and field staff in the division. (5600) Reduces non-essential education and training; will not eliminate mandated, safety, or technical training for maintenance. (5635) The largest impact on the program will be an approximate 50% decrease in the amount of asbestos removal work funded by the program. The program however, will still respond to emergencies and accomplish some discretionary projects as well as administer all programs funded outside the program.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)

After this modification

\$ _____

Originated By _____	Date _____	Department Manager <u>Paul Yarbrough</u>	Date <u>9/5/91</u>
Budget Analyst <u>Shawn M. Lardner</u>	Date <u>9/5/91</u>	Personnel Analyst <u>Donald H. Winkley</u>	Date <u>9/5/91</u>
Board Approval <u>DEBORAH C. ROGERS</u>		Date <u>9/12/91</u>	

EXPENDITURE
TRANSACTION EB []

GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		100	030	5634			5100	46,384	10,000	(22,996)	22,996	FTE Electrical Supervis
		100	030	5634			5500	12,524	Ø	(9,148)	32,144	FTE Fringe
		100	030	5634			5550	8,157	Ø	(7,329)	39,473	FTE Insurance
		100	030	5635			6110	174,524	25,000	(149,524)	188,997	Professional Services
		100	030	5635			6180	15,787	Ø	(15,787)	204,784	Repair & Maintenance
		100	030	5635			6190	169,993	85,921	(84,072)	288,856	Maintenance Contracts
		100	030	5635			6230	10,856	3,893	(6,963)	295,819	Supplies
TOTAL EXPENDITURE CHANGE												TOTAL EXPENDITURE CHANGE

REVENUE
TRANSACTION RB []

GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
TOTAL REVENUE CHANGE												TOTAL REVENUE CHANGE

DES #8

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

[illegible]

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	C u r r e n t F Y			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
.5 Electrical Supervisor	Vacant position cut	(22,996)	(9,148)	(7,329)	(39,473)

BUDGET MODIFICATION NO. DES #9(For Clerk's Use) Meeting Date SEP 12 1991Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR 9-12-91DEPARTMENT DESCONTACT Jim Emerson

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD _____

DIVISION (Date) Facilities ManagementTELEPHONE 248-3322**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Capital Improvements Program Reductions

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Reduces C.I.P budget as part of Countywide reduction. Eliminates deferrable projects, reduces scope of several projects.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) (Date)

\$ _____

After this modification

\$ _____

Originated By	Date	Department Manager	Date
		<i>Paul Yabney</i>	<i>9/6/91</i>
Budget Analyst	Date	Personnel Analyst	Date
<i>Shawn Mladow</i>	<i>9/5/91</i>		
Board Approval			Date
<i>Deborah C. Rogers</i>			<i>9/12/91</i>

EXPENDITURE
TRANSACTION EB []

GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		100	030	5765			8200	52,540	47,540	(5,000)	5,000	Animal Control
		100	030	5727			8200	15,517	6,097	(9,420)	14,420	Courthouse Power
		100	030	5700			8200	49,600	12,260	(38,340)	52,760	Repaint Gill
		100	030	5700			8200	2,500	0	(2,500)	55,260	Elections Basement
		100	030	5748			8200	34,750	24,750	(10,000)	65,250	MCRC Sewer
		100	030	5750			3200	34,730	29,730	(5,000)	70,260	Kelly Ret. Wall
		100	030	5760			8200	14,500	12,000	(2,500)	72,760	Gill 3rd & 4th
		100	030	5700			8200	72,800	0	(72,800)	145,560	MCDC S.O. Effic
		100	030	5700			6120	5,000	4,500	(500)	146,060	Printing
		100	030	5700			5200	2,000	1,247	(753)	146,813	Temp
		100	030	5700			5500	158	98	(60)	146,873	Temp Fringe
		100	030	5700			5550	39	24	(15)	146,888	Temp Insurance
////////////////////////////////////												TOTAL EXPENDITURE CHANGE

REVENUE
TRANSACTION RB []

GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
////////////////////////////////////												TOTAL REVENUE CHANGE

BUDGET MODIFICATION NO. DES #10(For Clerk's Use) Meeting Date **SEP 12 1991**
Agenda No. R-71. REQUEST FOR PLACEMENT ON THE AGENDA FOR 9-12-91DEPARTMENT DESDIVISION (Date) Facilities ManagementCONTACT E. Wayne GeorgeTELEPHONE 248-3322

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED**AGENDA TITLE** (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Makes proportionate reductions in operation of the Inverness Jail Complex assuming two dorms (100 beds) will not be occupied.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)

After this modification

\$ _____

Originated By	Date	Department Manager	Date
		<i>Paul G. [Signature]</i>	<i>9/5/91</i>
Budget Analyst	Date	Personnel Analyst	Date
<i>Shawn [Signature]</i>	<i>9/5/91</i>	<i>Donald [Signature]</i>	<i>9/5/91</i>
Board Approval		Date	
<i>Deborah C. [Signature]</i>		<i>9/12/91</i>	

TRANSACTION EB []

GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY 91/92

Document Number	Action	Fund	Agency	Organ- ization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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REVENUE
TRANSACTION RB [] GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

REVENUE
TRANSACTION RB []

GM []

TRANSACTION DATE.

ACCOUNTING PERIOD

BUDGET FY_____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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TOTAL REVENUE CHANGE			TOTAL REVENUE CHANGE
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TOTAL REVENUE CHANGE

TOTAL REVENUE CHANGE	100
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PERSONNEL DETAIL FOR BUD MOD NO. DES #10

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

[illegible]

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	Current FY			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
.5 Custodian	Position cut is filled, will need to be readjusted at time of implementation	(10,040)	(2,711)	(2,161)	(14,912)

BUDGET MODIFICATION NO. _____ **DLS#2** _____(For Clerk's Use) Meeting Date **SEP 12 1991**Agenda No. **R-7**1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)DEPARTMENT Library

DIVISION _____

CONTACT Margaret EptingTELEPHONE 248-5499*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Ginnie Cooper**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Reduces the transfer of \$900,000 from the county General Fund to the Library Fund.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This Budget Modification reduces \$900,000 in General Fund support to the Library Fund. Reductions in the Library budget include:

\$526,253 Personal Svcs. (7 Full time, 22 Part time positions Cut)
205,955 Salary Savings (open positions since 7/1)
167,792 Materials & Services, Capital Equipment

All libraries are reduced from 28% to 32% in open hours between last year's schedule and the proposed schedule as a result of this budget reduction.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date)

After this modification \$ _____

Originated By <i>Margaret Epting</i> Budget Analyst <i>Shirlee Robertson</i> Board Approval <i>NEBORSH C ROYERS</i>	Date <i>9/4/91</i> Date <i>9/5/91</i> Date <i>9/12/91</i>	Department Manager <i>Ginnie Cooper</i> Personnel Analyst <i>Shirlee Robertson</i>	Date <i>9/4/91</i> Date <i>9/6/91</i> Date <i>9/12/91</i>
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TRANSACTION EB []

GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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[illegible]REVENUE
TRANSACTION RB []

GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub-Total	Description
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TOTAL REVENUE CHANGE												TOTAL REVENUE CHANGE

EXPENDITURE TRANSACTION - LIBRARY DEPARTMENT

TRANS DATE: _____

ACCTG PERIOD: _____

BUDGET FY: 91/92

Doc #	Fund	Agcy	Org	Activ	Rept Cat	Obj	Cur Amt	Rev Amt	Change Inc/(Dec)	Subtotal	Description
DLS #2	162	080	8110			5100			(8,709)		General Fund
						5500			(2,351)		
						5550			(2,126)		
						6110			(52,000)		
						6230			(1,150)		
						6310			(3,590)		
						8400			(2,140)	(72,066)	
			8130			5100			(8,387)		
						5500			(2,264)		
						5550			(1,730)		
						6110			(1,250)		
						6230			(545)		
						6310			(241)		
						7400			(69,190)		
						8400			(4,600)	(88,207)	
			8170			5100			(9,149)		
						5500			(2,470)		
						5550			(2,141)		
						6310			(275)		
						6650			(7,025)	(21,060)	
			8180			6230			(600)		
						6310			(900)	(1,500)	
			8201			6200			(19,195)		
						6310			(2,306)		
						6330			(500)	(22,001)	
			8203			5100			(42,402)		
						5500			(11,449)		
						5550			(8,028)	(61,879)	

EXPENDITURE TRANSACTION - LIBRARY DEPARTMENT

TRANS DATE: _____

ACCTG PERIOD: _____

BUDGET FY: 91/92

Doc #	Fund	Agcy	Org	Activ	Rept Cat	Obj	Cur Amt	Rev Amt	Change Inc/(Dec)	Subtotal	Description
			8204			5100			(11,390)		
						5500			(3,075)		
						5550			(1,056)	(15,521)	
			8205			5100			(26,588)		
						5500			(7,178)		
						5550			(6,394)	(40,160)	
			8208			5100			(30,841)		
						5500			(8,327)		
						5550			(5,376)	(44,544)	
			8210			5100			(11,601)		
						5500			(3,133)		
						5550			(3,600)	(18,334)	
			8211			5100			(30,154)		
						5500			(8,141)		
						5550			(5,846)	(44,141)	
			8212			5100			(8,146)		
						5500			(2,199)		
						5550			(2,108)	(12,453)	
			8213			5100			(29,361)		
						5500			(7,928)		
						5550			(6,487)	(43,776)	
			8320			5100			(5,706)		
						5500			(1,540)		
						5550			(857)		
						6310			(300)	(8,403)	
			8330			5100			(31,145)		

EXPENDITURE TRANSACTION - LIBRARY DEPARTMENT

TRANS DATE: _____

ACCTG PERIOD: _____

BUDGET FY: 91/92

Doc #	Fund	Agcy	Org	Activ	Rept Cat	Obj	Cur Amt	Rev Amt	Change Inc/(Dec)	Subtotal	Description
						5500			(8,409)		
						5550			(4,437)	(43,991)	
			8340			6310			(130)		
						8400			(1,000)	(1,130)	
			8350			5100			(6,060)		
						5500			(1,637)		
						5550			(1,579)	(9,276)	
			8501			6310			(855)	(855)	
			8505			5100			(2,292)		
						5500			(619)		
						5550			(536)	(3,447)	
			8520			5100			(35,072)		
						5500			(9,469)		
						5550			(7,283)	(51,824)	
			8530			5100			(19,792)		
						5500			(5,344)		
						5550			(3,869)	(29,005)	
			8535			5100			(5,014)		
						5500			(1,354)		
						5550			(1,086)	(7,454)	
			8540			5100			(51,826)		
						5500			(13,993)		
						5550			(9,507)	(75,326)	
			8550			5100			(6,326)		
						5500			(1,708)		

EXPENDITURE TRANSACTION - LIBRARY DEPARTMENT

TRANS DATE: _____

ACCTG PERIOD: _____

BUDGET FY: 91/92

Doc #	Fund	Agcy	Org	Activ	Rept Cat	Obj	Cur Amt	Rev Amt	Change Inc/(Dec)	Subtotal	Description
						5550			(1,589)	(9,623)	
			8555			5100			(8,078)		
						5500			(2,180)		
						5550			(1,515)	(11,773)	
			8560			5100			(15,719)		
						5500			(4,244)		
						5550			(3,342)	(23,305)	
			8565			5100			(24,955)		
						5500			(6,737)		
						5550			(5,133)	(36,825)	
			8570			5100			(17,094)		
						5500			(4,615)		
						5550			(2,863)	(24,572)	
			8575			5100			(14,256)		
						5500			(3,849)		
						5550			(2,310)	(20,415)	
			8580			5100			(32,633)		
						5500			(8,811)		
						5550			(6,818)	(48,262)	
			8585			5100			(6,104)		
						5500			(1,648)		
						5550			(1,120)	(8,872)	
										(900,000)	

PERSONNEL DETAIL FOR BUD MOD NO. DLS#2

ANNUALIZED PERSONNEL CHANGES:

Org	FTE	Position Title	Base	Fringe	Ins.	TOTAL
8110	0.50	LIBRARY CLERK 2	8,709	2,351	2,126	13,186
8130	0.50	LIBRARY DELIVERY DRIVER	11,182	3,019	2,307	16,508
8170	0.50	PRINTING ASSISTANT	9,149	2,470	2,141	13,760
8203	0.50	LIBRARIAN 2	15,206	4,106	2,341	21,653
8203	0.94	LIBRARIAN 2	30,818	8,321	6,176	45,315
8204	0.65	LIBRARY ASSISTANT	15,186	4,100	1,408	20,694
8205	0.50	LIBRARY CLERK 2	8,709	2,351	2,126	13,186
8205	0.50	LIBRARY CLERK 2	8,709	2,351	2,126	13,186
8205	0.63	LIBRARY PAGE	9,170	2,476	2,142	13,788
8208	0.50	LIBRARY CLERK 2	8,709	2,351	1,194	12,254
8208	0.50	LIBRARY ASSISTANT	11,350	3,065	2,214	16,629
8210	0.50	LIBRARY PAGE	7,336	1,981	2,081	11,398
8210	0.35	LIBRARY CLERK 2	6,099	1,647	2,040	9,786 *
8211	0.94	LIBRARIAN 2	28,593	7,720	4,961	41,274
8211	0.50	LIBRARY CLERK 2	8,709	2,351	2,126	13,186
8212	0.55	LIBRARY PAGE	8,146	2,199	2,108	12,453
8213	0.69	LIBRARY ASSISTANT	15,606	4,214	2,354	22,174
8213	0.94	LIBRARY PAGE	13,755	3,714	4,133	21,602
8320	0.50	LIBRARY CLERK 1	7,608	2,054	1,142	10,804
8330	0.94	LIBRARIAN 2	31,145	8,409	4,437	43,991
8350	0.50	LIBRARY MATERIALS PROCESSOR	8,080	2,182	2,106	12,368
8520	0.94	BRANCH SUPERVISOR	26,488	7,151	6,589	40,228
8520	0.50	LIBRARIAN 2	15,206	4,106	2,341	21,653
8540	0.94	LIBRARY CLERK 2	16,593	4,480	2,361	23,434
8540	0.75	LIBRARY ASSISTANT	17,025	4,597	2,401	24,023
8540	0.50	LIBRARY ASSISTANT	11,350	3,065	2,214	16,629
8540	0.50	LIBRARY PAGE	7,336	1,981	2,081	11,398
8580	0.94	BRANCH SUPERVISOR	23,236	6,273	5,969	35,478
8580	0.50	LIBRARIAN 2	15,206	4,106	2,341	21,653
			\$404,414	\$109,191	\$80,086	\$593,691

* Net effect of cutting (2) .55 and adding (1) .75 Library Clerk 2.

BUDGET MODIFICATION NO. Nond-2

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12

(Date)

DEPARTMENT DES

DIVISION ISD

CONTACT Jim Munz

TELEPHONE 248-3749

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ X

Personnel changes are shown in detail on the attached sheet

This is ISD's across-the-board share of the general fund reduction of support in new development (\$82, 948) and in the DP service reimbursement (\$103,569).

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS (to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____) \$ _____

Date

After this modification \$ _____

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

<u>James Munz</u>	<u>9/3/91</u>	<u>Paul Yarbrough / bkw</u>	<u>9/2/91</u>
<u>Carolyn Meeks</u>	<u>8-30-91</u>	<u>Donald Humbley</u>	<u>9/5/91</u>
<u>W. B. ROBERTS</u>	<u>9/12/91</u>		

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
<i>Nov 2</i>		403	030	7090			5100			(63,462)		
		403	030	7090			5500			(17,133)		
		403	030	7090			5550			(11,075)		
											(91,670)	SUBTOTAL PS
		403	030	7090			6190			(7,571)		
		403	030	7090			6310			(4,328)		
											(11,899)	SUBTOTAL M&S
		100	050	9060			5100			(40,647)		
							5200			21,668		
		100	050	9060			5500			(11,198)		
		100	050	9060			5550			(4,100)		
											(34,277)	SUBTOTAL PS
		100	050	9060			6110			(47,771)		
		100	050	9060			7200			(103,569)		
											(151,340)	SUBTOTAL M&S
		400	050	9120			7700			(15,175)		<i>Ins. Fund Contingency</i>
TOTAL EXPENDITURE CHANGE										(289,186)	(289,186)	
										(304,361)		

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		403	030	7090			6600			(103,569)		
		400	050	9120			6606			(11,075)		
		400	050	9120			6600			(4,100)		
TOTAL REVENUE CHANGE										(103,569)	0	
										(118,744)		

BUDGET MODIFICATION NO. Nondep-4

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991

(Date)

DEPARTMENT Nondepartmental

DIVISION Non-County Agencies

CONTACT Dave Warren

TELEPHONE 248-3822

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Reduces the County contributions and allotments to Non-County agencies to cover their portion of the across-the-board cut to balance the 1991-92 shortfall.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Reduction

City-County Organizations

Metropolitan Arts Commission	(16,816)
Metropolitan Human Relations Commission	(5,475)
Portland/Multnomah Commission on Aging	(3,125)

County Supplements

East/West Soil & Water District	(1,070)
Oregon Historical Society	(589)
OSU Extension Service	(6,790)

Pass-Through Organizations

Business Income Tax to east county cities	(250,000)
-------------------------------------------	-----------

TOTAL (283,865)

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS (to be completed by Budget & Planning)

_____ Fund Contingency before this modification (as of _____) \$ _____
Date
After this modification \$

Originated By <u>David C. Warren</u>	Date <u>8/30/91</u>	Department Director	Date
Plan/Budget Analyst <u>Carolyn Melnick</u>	Date <u>8-30-91</u>	Employee Services <u>Donald H. Hinkley</u>	Date <u>9/5/91</u>
Board Approval <u>W. B. R. H. C. Rogers</u>	Date <u>9/12/91</u>		

TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY
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Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
<i>Nonnd 4</i>		100	050	9345			6050	303,000	286,184	(16,816)		Metro Arts Commission
		100	050	9355			6050	98,645	93,170	(5,475)		Metro Human Relations Comm
		100	050	9395			6050	56,303	53,178	(3,125)		P M C O A
		100	050	9430			6050	19,111	18,041	(1,070)		East/West Soil & Water
		100	050	9380			6050	10,515	9,926	(589)		Oregon Historical Society
		100	050	9340			6050	121,252	114,462	(6,790)		OSU Extension
		100	050	9335			6060	1,995,372	1,745,372	(250,000)		BIT payment
											(283,865)	SUBTOTAL M&S
TOTAL EXPENDITURE CHANGE										(283,865)	(283,865)	

TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY
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Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
TOTAL REVENUE CHANGE										0	0	

BUDGET MODIFICATION NO.

Yond-5

(For Clerk's Use) Meeting Date

SEP 12 1991

Agenda No.

R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

9/12/91

(Date)

DEPARTMENT NondepartmentalDIVISION Planning & BudgetCONTACT Dave WarrenTELEPHONE 248-3822* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Dave WarrenSUGGESTEDAGENDA TITLE (to assist in preparing a description for the printed agenda)Planning & Budget portion of across-the-board cuts to balance 1991-2 shortfall

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ X

Personnel changes are shown in detail on the attached sheet

Cuts 1 Finance Specialist 2 position effective October 15, 1991 (\$34,800). Retains a portion of the savings (\$3,000) to cover costs incurred for the Board's August Strategic Planning retreat including the cost of a facilitator.

The cut will reduce the capacity of the office to respond to strategic planning efforts and will reduce the amount of financial analysis of policy issues that will come before the Board.

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of

Date

\$

After this modification

\$

Originated By

David C. Warren

Date

8/29/91

Department Director

William A. Dwyer

Date

8/30/91

Plan/Budget Analyst

Carolyn Meln

Date

8-30-91

Employee Services

Doreen Stenley

Date

9/5/91

Board Approval

WELBORN C. ROYERS

Date

9/12/91

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

nond 5

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	ANNUALIZED			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(1)	Finance Specialist 2	(35,014)	(9,454)	(5,102)	(49,570)
(1)	TOTAL CHANGE (ANNUALIZED)	(35,014)	(9,454)	(5,102)	(49,570)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	CURRENT FY			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
Fin Spec 2	Cuts position effective 10/15/91	(24,723)	(6,675)	(3,402)	(34,800)
TOTAL CURRENT FISCAL YEAR CHANGES		(24,723)	(6,675)	(3,402)	(34,800)

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
<i>None 5</i>												
		100	050	9210			5100			(24,723)		Base pay for Fin Spec 2 effective 10/15/92
		100	050	9210			5500			(6,675)		PERS/FICA for Fin Spec 2
		100	050	9210			5550			(3,402)		Benefits for Fin Spec 2
											(34,800)	SUBTOTAL PS
		100	050	9210			6110			3,000		Costs of facilitator, room for Strategic Planning
											3,000	SUBTOTAL M&S
		400	050	9120			7700			(3,402)		Ins. Fund Contingency
TOTAL EXPENDITURE CHANGE										(31,800)	(31,800)	
										(35,202)		

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		400	050	9120			6600			(3,402)		
TOTAL REVENUE CHANGE										0	0	
										(3,402)		

BUDGET MODIFICATION NO.

Hand-6

(For Clerk's Use) Meeting Date

SEP 12 1991

Agenda No.

R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

September 12, 1991

(Date)

DEPARTMENT

DIVISION

FINANCE

CONTACT

TELEPHONE

248-3903

*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

DAVID BOYER

SUGGESTEDAGENDA TITLE

(to assist in preparing a description for the printed agenda)

Finance Division Budget Reductions

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? what do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

XXXX

Personnel changes are shown in detail on the attached sheet

Budget reductions in the Finance Division Personal Services \$37,303 (1 FTE) and materials and services \$23,309 to meet the across the board cuts.

3. REVENUE IMPACT

(Explain revenues being changed and reasons for the change)

None

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____)

\$

Date

After this modification

\$

Originated By

David Boyer

Date

August 29, 1991

Department Director

Employee Services

Date

Date

Plan/Budget Analyst

Board Approval

Date

Carolyn Meek
WILBORN ROYERS

8-30-91
9/12/91

David A. Boyer
David A. Winkley

8/29/91
9/5/91

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

non 6

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	ANNUALIZED			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(1.00)	Fiscal Specialist I (6029)	(23,350)	(8,305)	(5,648)	(37,303)
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
(1.00)	TOTAL CHANGE (ANNUALIZED)	(23,350)	(8,305)	(5,648)	(37,303)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	CURRENT FY			
		BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
Fiscal Specialist I (6029)	Cuts vacant position effective 7-1-91	(23,350)	(8,305)	(5,648)	(37,303)
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
TOTAL CURRENT FISCAL YEAR CHANGES		(23,350)	(8,305)	(5,648)	(37,303)

TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY
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REVENUE			
TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY

TRANSACTION EB GM []	TRANSACTION DATE	ACCOUNTING PERIOD	BUDGET FY
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Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		400	050	9120				6600		(6,710)		
TOTAL REVENUE CHANGE												
										(6,710)		

BUDGET MODIFICATION NO. Nond-1

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991
(Date)
DEPARTMENT Auditor's Office DIVISION _____
CONTACT Gary Blackmer TELEPHONE 248-3340
* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Gary Blackmer

SUGGESTED
AGENDA TITLE (to assist in preparing a description for the printed agenda)

Reduction of \$14,645 in 9025 to comply with request for cuts.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)
☐ Personnel changes are shown in detail on the attached sheet

Reduction of \$14,645 in 9025 to comply with request for cuts in FY91-92 Budget.
Results in a 21% cut in the office - a level of expenditures which may not be adequate in FY 92-93.

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

None.

4. CONTINGENCY STATUS (to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____) \$ _____
Date _____

After this modification \$ _____

Originated By <u>Gary Blackmer</u>	Date <u>8/30/91</u>	Department Director <u>Gary Blackmer</u>	Date <u>8/30/91</u>
Plan/Budget Analyst <u>Carolyn Meek</u>	Date <u>8-30-91</u>	Employee Services <u>James Humbley</u>	Date <u>9/5/91</u>
Board Approval <u>Wendy C. Rogers</u>	Date <u>9/12/91</u>		

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY FY 91-92

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
TOTAL REVENUE CHANGE										0	0	

BUDGET MODIFICATION NO.

Nond-9

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT Management Support Services

(Date)

DIVISION Employee Services

CONTACT Curtis Smith

TELEPHONE 248-5015

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Curtis Smith

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Reduce Employee Services' budget to meet Chair's guidelines

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ X

Personnel changes are shown in detail on the attached sheet

Reduce one Employee Services Specialist 1 position to .75 FTE.

Reduce Office Assistant 1 position to .25 FTE.

Reduce Professional Services and Training in the Operations unit.

Increase Professional Services in Personnel unit.

REVENUE IMPACT

(Explain revenues being changed and reason for the change)

CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____)

\$ _____

Date

After this modification

\$ _____

Originated By <u>Curtis Smith</u>	Date <u>8/29/91</u>	Department Director <u>[Signature]</u>	Date <u>8/30/91</u>
Plan/Budget Analyst <u>Carolyn Meek</u>	Date <u>8-30-91</u>	Employee Services <u>[Signature]</u>	Date <u>9/5/91</u>
Board Approval <u>[Signature]</u>	Date <u>9/12/91</u>		

TRANSACTION EB

TRANSACTION DATE

ACCOUNTING PERIOD

3

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
<i>None</i>	<i>1</i>	100	50	7510			5100	352,628	332,613	(20,015)	332,613	Permanent personal services
	<i>2</i>	100	50	7510			5500	98,464	93,061	(5,403)	93,061	Fringe benefits personal services
	<i>3</i>	100	50	7510			5550	57,264	52,677	(4,587)	52,677	Insurance benefits personal services
	<i>4</i>	100	50	7510			6110	51,959	52,309	350	52,309	Professional services
	<i>5</i>	100	50	7020			6110	1,500	1,204	(296)	1,204	Professional services
	<i>6</i>	100	50	7020			6310	1,100	805	(295)	805	Education and training
		<i>400</i>	<i>050</i>	<i>9120</i>			<i>7700</i>			<i>(4,587)</i>		<i>Ins. Fd. Contingency</i>
TOTAL EXPENDITURE CHANGE										<i>(30,246)</i>	532,669	
										<i>(3,483)</i>		

TRANSACTION EB

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		4										
TOTAL REVENUE CHANGE										0	0	

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

nond - 9

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	ANNUALIZED Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
(.25)	Employee Services Specialist 1	(8,119)	(2,192)	(1,334)	(11,645)
(.75)	Office Assistant 1	(11,896)	(3,211)	(3,253)	(18,360)
0	TOTAL CHANGE (ANNUALIZED)	(20,015)	(5,403)	(4,587)	(30,005)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	CURRENT FY Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
TOTAL CURRENT FISCAL YEAR CHANGES		0	0	0	0

BUDGET MODIFICATION NO.

NonD -10

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT NOND/Office of the Chair
CONTACT Kenneth Upton

(Date)
DIVISION Labor Relations
TELEPHONE 248-5053

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget reduction to accomodate board mandated cuts.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Professional Services for Labor Relations function reduced \$10,834 from \$55,581 to \$44,747. This is Labor Relations's share of Nondepartmental cut.

REVENUE IMPACT

(Explain revenues being changed and reason for the change)

None

CONTINGENCY STATUS

(to be completed by Budget & Planning)

N/A

Fund Contingency before this modification (as of _____)

\$ _____

Date

After this modification

\$ _____

Originated By Kenneth Upton Date Aug 29, 91

Department Director William J. Dwyer Date 8/30/91

Analyst/Budget Analyst Cecilyn Meek Date 8-30-91

Employee Services Donald Dwyer Date 9/5/91

Board Approval Dorothy Rogers Date 9/12/91

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD

BUDGET FY 91-92

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
Nond 10		100	050	7220			6110	\$55,581	\$44,747	(10,834)		Professional Services
TOTAL EXPENDITURE CHANGE										(10,834)		

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD _____

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
TOTAL REVENUE CHANGE										0	0	

BUDGET MODIFICATION NO.

Non-Departmental //

(For Clerk's Use) Meeting Date SEP 12 1991

Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT Nondepartmental

DIVISION Office of County Chair

CONTACT Lillie Walker

TELEPHONE 248-5111

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Reduces budget for Purchasing and Stores.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Cuts \$17,147 from Purchasing/Stores budget for supplies and materials.
Cuts \$18,200 for budgeted capital equipment. Total budget reductions of \$35,347.

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

General Fund

Per Board of County Commissioners Resolution

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____)

\$ _____

Date

After this modification

\$ _____

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

Carolyn Meek 8/30/91 William J. Reynolds 8/30/91
W. BORDH L. REEDERS 9/12/91 Donna D. Dinkley 9/5/91

TRANSACTION EB GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY '91-92

REVENUE
TRANSACTION EB GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
TOTAL REVENUE CHANGE										0	0	

BUDGET MODIFICATION NO. NOND 12

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991

(Date)

DEPARTMENT Nondepartmental

DIVISION County Counsel

CONTACT Larry Kressel

TELEPHONE 248-3138

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Reduces County Counsel Budget to reflect across-the-board cut

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☒ X

Personnel changes are shown in detail on the attached sheet

Reduces appropriation for Office Manager to 3 days per week through November,
and cuts vacant Law Clerk position through November. Also cuts Education and Training \$5,000 spread between
General and Insurance Funds

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS (to be completed by Budget & Planning)

_____ Fund Contingency before this modification (as of _____) \$ _____

Date

After this modification \$ _____

Originated By

Date

9/2/91

Department Director

Date

Plan/Budget Analyst

Date

9/4/91

Employee Services

Date

9/5/91

Board Approval

Date

9/12/91

DEBORAH L. FARRIS

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

NOND 12

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full-year basis even though this action affects only a part of the fiscal year (FY).)

		ANNUALIZED			
FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
0	TOTAL CHANGE (ANNUALIZED)	0	0	0	0

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

		C U R R E N T F Y			
Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	Increase/(Decrease)		TOTAL Increase (Decrease)
			Fringe	Ins.	
Office Mgr/County Counsel	Savings thru Nov @ 3 days/wk	5,125	1,384	935	7,444
Law Clerk	Savings thru Nov. 5	10,428	2,815	1,921	15,164
TOTAL CURRENT FISCAL YEAR CHANGES		15,553	4,199	2,856	22,608

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
NOND 12		100	050	7560			5100			(15,553)		
		100	050	7560			5500			(4,199)		
		100	050	7560			5550			(2,856)		
											(22,608)	SUBTOTAL P.S.
		100	050	7560			6310			(3,335)		
											(3,335)	SUBTOTAL M&S
		400	050	7561			6310			(1,665)		
		400	050	9130			7700			(1,191)		Insurance Fund Contingency
											(2,856)	SUBTOTAL M&S
TOTAL EXPENDITURE CHANGE										(28,799)	(28,799)	

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		400	050	9130			6600			-2856		S.R. from GF
TOTAL REVENUE CHANGE										-2856	0	

BUDGET MODIFICATION NO. NOND 13

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991

(Date)

DEPARTMENT Nondepartmental

DIVISION Tax Anticipation Notes

CONTACT Dave Boyer

TELEPHONE 248-3903

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Reduction of interest payment on short-term borrowing to reflect lower than budgeted interest rates and issue costs.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Reduced interest costs (192,000)

Reduced Issue cost (5,000)

Total savings (197,000)

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS (to be completed by Budget & Planning)

_____ Fund Contingency before this modification (as of _____) \$ _____

Date

After this modification \$ _____

Originated By	Date	Department Director	Date
		<i>Dave Boyer</i>	<i>8/30/91</i>
Plan/Budget Analyst	Date	Employee Services	Date
<i>David C. Warren</i>	<i>9/3/91</i>	<i>Linda Hunkley</i>	<i>9/5/91</i>
Board Approval	Date		
<i>DEBORAH L. ROGERS</i>	<i>9/12/91</i>		

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
TOTAL REVENUE CHANGE										0	0	

BUDGET MODIFICATION NO. NOND 14

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date)

DEPARTMENT NONDEPARTMENTAL

DIVISION OFFICE OF THE BOARD CLERK

CONTACT D. Farrell

TELEPHONE X-3277

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD HANK MIGGINS

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget Modification to enact budget reductions.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Reduces Professional Services by \$4146.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

_____ Contingency before this modification (as of _____)

\$ _____

(Specify Fund)

(Date)

After this modification.

\$ _____

Originated By

Date

Department Director

Date

D. Farrell

8/30/91

Hank Miggin

Finance/Budget

Date

Employee Relations

Date

David C. Warren

9/3/91

James H. Sullivan

9/5/91

Board Approval

Date

W. BORAH ROYERS

9/12/91

EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action Fund Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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100

050

9220

6110

7350.00

3204.00

(4146.00)

TOTAL EXPENDITURE CHANGE

(4146.00)

TOTAL EXPENDITURE CHANGE

REVENUE

TRANSACTION RB []

GM [] TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action Fund Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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TOTAL REVENUE CHANGE

TOTAL REVENUE CHANGE

BUDGET MODIFICATION NO.

NOV 15(For Clerk's Use) Meeting Date SEP 12 1991Agenda No. R-7

REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

DEPARTMENT OFFICE OF THE CHAIRCONTACT Robert PhillipsDIVISION AFFIRMATIVE ACTION OFFICE (Date)TELEPHONE 823-3113

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

MID YEAR ACROSS THE BOARD CUT

(Estimated Time Needed on the Agenda)

DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes

accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Professional Services..... -\$1762.00
 Local Travel..... -\$500.00
 Dues & Subscriptions..... -\$300.00

REVENUE IMPACT

(Explain revenues being changed and reason for the change)

The cut in professional services will result in the office's inability to hire specialist to assist in problem solving, program compliance, and reducing the work load problems resulting from reporting requirements.

The reduction in local travel will reduce our ability to outreach and serve county programs located outside of the downtown area. The reduction in dues and subscriptions will reduce our affiliation with other organizations.

CONTINGENCY STATUS

(to be completed by Budget & Planning)

_____ Fund Contingency before this modification (as of _____) \$ _____

Date

After this modification \$

initiated By	Date	Department Director	Date
Budget Analyst	Date	Employee Services	Date
<u>David C. Starnes</u>	<u>9/4/91</u>		
Head Approval	Date		
<u>DEBORAH C. ROGERS</u>	<u>9/12/91</u>		

TRANSACTION EB GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
NOND 15		100	050	9203			6110	2,940	1,178	(1,762)		Professional Services
							6330	1,834	1,334	(500)		Local Travel/Mileage
							6620	1,000	700	(300)		Dues & Subscriptions
TOTAL EXPENDITURE CHANGE										(2,562)		

TRANSACTION EB GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Source	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
TOTAL REVENUE CHANGE										0		

BUDGET MODIFICATION NO. NOND 16

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September 12, 1991

(Date)

DEPARTMENT Nondepartmental

DIVISION Citizen Involvement

CONTACT John Legry

TELEPHONE 248-3450

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

C.I.C. share of across-the-board reduction to balance 1991-92 budget.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Reduces Personal Services by \$4,769.

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

4. CONTINGENCY STATUS (to be completed by Budget & Planning)

_____ Fund Contingency before this modification (as of _____) \$ _____

Date

After this modification \$ _____

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

EXPENDITURE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
Nond 16		100	050	9030			5100			(710)		Reduced hours
							5550			(4,059)		Decision to not receive med/dent insurance for an employee who is covered by spouse's insurance
											(4,769)	SUBTOTAL PS
		400	050	9120			7700			(4,059)		Insurance Fund Contingency
TOTAL EXPENDITURE CHANGE										(8,828)		

REVENUE

TRANSACTION EB GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		400	050	9120			6600			(4,059)		
TOTAL REVENUE CHANGE										(4,059)	0	

BUDGET MODIFICATION NO. REVENUE 1

(For Clerk's Use) Meeting Date SEP 12 1991
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR September

(Date)

DEPARTMENT Nondepartmental

DIVISION Planning & Budget

CONTACT Ben Buisman

TELEPHONE 248-3903

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD _____

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Adjustment of FY1991-92 General Fund revenues

(Estimated Time Needed on the Agenda: 5 min)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ Personnel changes are shown in detail on the attached sheet

Adjusts General Fund revenues for Property Taxes based upon updated estimates from A&T.

Adjusts BIT revenues based upon rejection of the proposed rate increase, and updated forecasts.

Adjusts BWC based upon most recent estimates.

Reductions to appropriations are detailed on separate Bud Mod documents.

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

General Fund Property Tax: \$2,269,962

Assessed valuation increase estimated at 14.5%, rather than 10.25%.

Business Income Tax: (\$7,878,891)

(\$6,500,000) decrease due to rejection of proposed rate increase.

(\$1,378,891) decrease due to lowered projections driven by low receipts for FY1991.

Beginning Working Capital (\$3,127,640)

(\$3,127,640) decrease due to Period 13 adjustments and lower than forecasted revenues for FY1991.

4. CONTINGENCY STATUS (to be completed by Budget & Planning)

_____ Fund Contingency before this modification (as of _____) \$ _____
Date

After this modification \$

Originated By <u>Ben Buisman</u>	Date <u>9-5-91</u>	Department Director _____	Date _____
Plan/Budget Analyst <u>David C. Tharner</u>	Date <u>9/5/91</u>	Employee Services _____	Date _____
Board Approval <u>DOROTHY C. ROGERS</u>	Date <u>9/12/91</u>		

TRANSACTION EB []

TRANSACTION DATE _____

ACCOUNTING PERIOD_____

BUDGET FY _____

TRANSACTION EB []

TRANSACTION DATE _____

ACCOUNTING PERIOD_____

BUDGET FY _____