

Volume 2 Program Offers

fy2015 **adopted** budget

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Table of Contents

Understanding Program Offers3
What Makes a Good Program Offer
Understanding Program Offers
Performance Measures4
Legal and Contractual Mandates5
Program Costs5
Explanation of Revenues5
Significant Program Changes5
Types of Programs
Administration ϵ
Support ϵ
Operating Program ϵ
New/Innovative
Program Alternative or Reconstruction ϵ
Program Alternative or Reconstruction6 Internal Service6
Revenues ϵ
Other Important Notes
Characteristics of Program Offers7
Scaled Program Offers

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fy2015 adopted budget

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Understanding Program Offers

This volume contains the program offers submitted by departments and funded in the budget. Each section is separated by department/division and contains the following items, in order:

- An introduction to the department along with budget trends and a division summary
- Division narrative including significant changes by division
- A list of all of the program offers in the department
- The department's individual program offers (in numerical order)

Program offers form the basis for County's budget process. They constitute a department's budget request and narrative budget, and provide the information that the Board of County Commissioners uses to select programs that will best serve the community.

"Nothing astonishes people so much as common sense and plain dealing." ~Ralph Waldo Emerson

A good program offer explicitly shows the relationship between the program and the desired results for services. Program offers should:

- Describe how they will make a significant contribution to the services indicated.
- Show why the County's spending on this program is effective the 'bang for the buck".
- Show evidence the program can deliver and measure its results
- Give performance measures that accurately track the program's contributions.
- Link the offer to the policy direction/frameworks.
- Describe program activities in layperson's terms.

Program offers are not about funding programs because these programs exist – they are about outcomes. They emphasize meeting the County's goals, not preserving the government status quo. The following describes the configuration of each program offer and the major types of information each should contain.

What Makes a Good Program Offer

Program Offer Description

Performance Measures

In Multnomah County's budget, a "program" is an organizational unit that provides services to the public or to other County departments or divisions. Its description should briefly and clearly explain the activities encompassed in the program offer. If the offer represents a change in current practice (a reorganization or change in staffing levels, service hours, etc.), it should briefly describe the nature of that change. The description should describe how the program will support the strategies outlined for the department or in known County policy frameworks. It should cite research, experience, or logic to convincingly make the case. If it is a new program, it should note how the department created its costs.

"I have no data yet. It is a capital mistake to theorize before one has data. Insensibly one begins to twist facts to suit theories instead of theories to suit facts."

~Sir Arthur Conan Doyle, Sherlock Holmes

Every program offer includes a minimum of two and up to four performance measures which indicate the level of service that the County can expect to receive if this program is selected. Two types of measures are required; the output which represents the volume of work and the outcome which represents the measurable results of that work. For example, a hypothetical addictions treatment program for abused teenage girls might report the number of teenage girls who entered and received treatment (output), and the percentage of teenage girls who were clean and sober and completed their treatment plan upon exit (outcome).

Departments also have the option of including additional types of measures to better illustrate a program's performance. These can include resources other than staffing or finances (inputs), measures of the quality service that's delivered, and measures of service efficiency in terms of cost or time. Using the addictions treatment example above, inputs might be reported as the number of treatment beds available to serve abused teenage girls. Quality could be reported as the percent of teenage girls that rated counseling staff as engaging and supportive, and efficiency might be reported as the cost to the county for each successful treatment completion.

The performance measures are organized in a uniform table. The table identifies the type of measure, the definition, and several cells to report the results. The cells present program history where available, annualized estimates of the current service level (what's being delivered at the time of printing), and the anticipated target service level for the upcoming year if the program is selected. Additional supporting information, such as explanations as to notable changes in a program's performance, are located in the description section below the table.

Legal and Contractual Mandates Many program offers will be constrained by legal or contractual mandates. If a program offer is affected by a mandate, the mandate and its authorizing document (a statute, contract, etc.) should be noted.

Program Costs

This area should show the cost to the County of providing the program, as well as the revenues generated by the program for its support. These costs include personnel, contracted services, materials and supplies and internal services.

Explanation of Revenues

This section explains how non-General Fund revenues or General Fund fee revenues were estimated. Revenue estimates should clearly demonstrate the reasonableness of the estimate.

Significant Program Changes This section details significant programmatic changes that affect the program—not financial changes up or down. Such changes might include the following information:

- Increases or decreases in the scope or level of services
- Increases or decreases in net personnel resources (FTE's)
- Revenue increases or decreases
- How this change affects other departments and/or service delivery programs.

In this section you will find a link from this years program offer to its predecessor, if applicable. Note that program offer numbering can change between fiscal years.

Types of Programs

Program offers were categorized based on the "type" of services they deliver. Program offers fall into one of the following groups:

- Administration
- Support
- Operating Program
- New/Innovative Program
- Program Alternative/Reconstruction
- Internal Service
- Revenue

Administration

Department- or division-level management and related expenses (i.e. office space, supplies, telephones, etc.) Direct program supervision is considered to be a part of the operating program (NOT administration), and could be included in the operating program's offer.

Support

An activity in a department that provides services directly to some or all operating programs within a department. Examples include the Health Department's pharmacy, which supports the various health clinics; the Library's Technical Services, which maintains the Library's materials and catalog system-wide; or the District Attorney's Human Resources unit.

Operating Program

An "on the ground" activity of the County. Includes front-line supervisors/ program managers with specific responsibilities for particular operating programs. An example would be the Health Departments Primary Care Clinics.

New/Innovative

"On the ground" or support activity the County currently does not perform.

Program
Alternative or
Reconstruction

A program that has been or is currently operated by one or more County departments that is proposed to be operated in a different way, by different providers, or with different business models.

Internal Service

Programs that support Countywide operations. Examples of these types of programs would be Fleet or Information Technology services.

Revenues

These programs are used to budget discretionary (primarily General Fund) revenues at the fund level. Program revenues are budgeted within the applicable program offer.

Other Important Notes

Characteristics of Program Offers

Reading through the program offers, one should keep in mind:

- Program Offer characteristics (backfill and offers requesting one time only resources or those denoted as advancing the Climate Action Plan)
- The way in which program offers are scaled
- Backfill Backfill is defined as "discretionary dollars (General Fund)
 applied to a program that formerly was funded by a grant, state, or other
 dedicated funding source. Explicitly identifying backfill allows the Chair
 and the Board to decide to partially or fully backfill expiring grants, state
 or federal funds with General Fund dollars.
- One-Time-Only Resources In most budget years, the County has a
 varying amount of one-time-only funds. These funds will not be available
 in the following years and thus should be spent on projects that do not
 have or have minimal ongoing expenses.
- Measure 5 Education Offers Multnomah County has General Fund revenues which are not derived from real property taxes. These revenues can be expended on educational services without violating the Constitutional limitation on spending real property tax for educational services. In order for the County to easily demonstrate that it has complied with the Constitutional limitation on spending for "educational services," departments can designate such programs so that they may be funded by non real property tax revenues.

Scaled Program Offers

Program offers represent discrete increments of service and many County programs can deliver services at varying levels. For example, an Alcohol and Drug Treatment Program may be able to offer 100, 150 or 200 beds. Departments were asked, when appropriate, to provide decision-makers with the option to choose from those service levels. Looking at scaled program offers, one should consider:

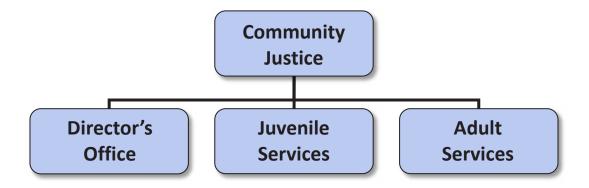
- The Base Level of Service Program "A" is the base level of service that can be provided while still delivering the expected results. In the example above, the base level of service would be 100 beds.
- Increments of Service Program "B and beyond" represent incremental levels of service that buy additional outcomes. In the A&D treatment example, one increment could be 50 additional beds, and another, separate increment could be 100 additional beds.

Department Overview

The Department of Community Justice (DCJ) serves a vital role in protecting public safety and strengthening our communities. DCJ intervenes to prevent the recurrence of crime among juvenile and adult defendants and offenders by supervising them and helping them to change problem behavior. DCJ provides supervision, sanctions, and treatment resources to youth, adults, families, and communities to address the underlying problems that drive crime. DCJ organizes their operations and aligns their resources around five strategic goals:

- Behavior Change We work with adult offenders and youth to reduce delinquent and criminal behavior;
- Accountability We hold adult offenders and youth accountable for their actions;
- Resource Management We direct our resources to delivering costeffective services;
- System Change We use advocacy and innovation to guide our work with stakeholders to improve community safety and assure a fair and just system;
- Commitment to Victims and Community We respect and address victims' rights and needs and restore the community

Consistent with the County's mission to be responsible stewards of public funds, DCJ actively manages limited resources in order to maximize services provided to the public. The department is dedicated to continuous improvement throughout the department by collecting, analyzing and utilizing performance data. DCJ consults evidence-based practices in their policy and program development. DCJ makes long-term investments in their employees through the provision of education and training. DCJ strengthens the County's commitment to the public safety system through public service and by working in collaboration with the courts, law enforcement, schools, treatment agencies, and the community.



Budget Overview

The FY 2015 budget for the Department of Community Justice is \$91.4 million with 523.05 FTE. About 64%, or \$58.6 million, of the budget comes from the County General Fund, with the remaining 36%, or \$32.8 million, coming from other funds. From FY 2014 to FY 2015, the total departmental budget increased 2.4%, or \$2.2 million, and FTE increased 4.1% or 20.37 FTE. Other Fund revenue decreased by \$0.5 million.

Implementation of the Affordable Care Act and the resulting changes in health care delivery are expected to increase the availability of medicaid dollars to our health care partners. As a result, General Fund dollars that previously went to residential drug addiction and mental health programs in the form of Contractual Services (50012 - Addictions Services and 50010 - Adult Offender Mental Health Services) have been made available to fund the increased support service programs (50011 - Recovery System of Care and 50021 - Assessment and Referral Center) and additional Personnel Services.

Program offer 50041 - Mental Health Pilot - Supportive Housing is a new DCJ program funded with \$365,000 of one-time only General Fund that will provide supportive housing and case management to offenders with mental illness.

Additional information on these programs, as well as changes in other programs, can be found in the individual program offers.

Budget Trends		FY 2014	FY 2014	FY 2015	
	FY 2013	Current	Adopted	Adopted	
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	499.55	502.68	502.68	523.05	20.37
Personnel Services	\$51,263,501	\$53,293,260	\$53,761,530	\$55,379,447	1,617,917
Contractual Services	17,083,322	18,282,682	19,788,223	19,946,688	158,465
Materials & Supplies	13,940,601	12,872,948	15,725,732	16,108,164	382,432
Capital Outlay	<u>5,183</u>	<u>11,000</u>	<u>11,000</u>	<u>11,000</u>	<u>o</u>
Total Costs	\$82,292,607	\$87,154,879	\$89,286,485	\$91,445,299	\$2,158,814

^{*}Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

The Department of Community Justice continued to make investment to evidence-based programs delivering wraparound services to our adult offenders and youth involved in the juvenile justice system. These investments are resulting in positive outcomes, including a current recidivism rate of 22%. This rate is below the statewide average, even while we have the highest percentage of high risk offenders. We continue to work closely with our partners to invest in services needed by those under our supervision, continually monitoring outcomes and Evidence-Based Practices (EBP).

The Adult Services Division has been impacted by the passage of HB 3194, legislation intended to maintain Oregon's public safety system by directing savings from averted prison growth toward investments in our local communities and focus on implementing proven Evidence Based Practices (EBP). The passage of HB 3194 reinforces the direction taken by DCJ. ASD continues to make progress in the implementation of EPICS case management (Effective Practices in Community Supervision). Program fidelity is continuing to increase and we believe this model is one factor contributing to a decrease in jail use. DCJ has moved forward with the redesign of the Assessment and Referral Center (ARC). Begun in 2013, this redesign is providing additional and enhanced initial assessments for those individuals sentenced to probation or released from state and local custody. DCJ has continued investment in the Reentry Enhancement Coordination Program (REC). In fact, the REC program received HB 3194 funding in FY2014 and will continue to be funded with HB 3194 dollars in FY 2015, an acknowledgment from our public safety partners that this continues to be an effective program and worthy of investment.

The Juvenile Services Division was the first in the Federal Region 10 (consisting of Alaska, Washington, Idaho, and Oregon) to implement a Title IV-E claiming program for juvenile justice. It is anticipated that once fully ramped up, this funding source will generate approximately \$200,000 in quarterly revenue, which must be earmarked for juvenile services. This revenue will help sustain critical programs or help implement innovative or new programs, such as Youth Villages, an intensive, home and community based treatment program designed to divert youth from out of home placements. Results have been very positive, especially for youth of color. JSD saw positive results from reconfigured positions resulting in an increased presence in schools and engaging youth in new activities such as selling produce at a Farmers' Market.

In FY2015, DCJ, along with several other County departments, will struggle with the implementation of the Affordable Care Act. It is unclear how many offenders will be covered and what the true financial impact will be. The 2014 Legislative Session could present some challenging results for DCJ. House Bill 4134, if passed, will change the way Juvenile Crime Prevention funding is allocated. Funding will be dispersed through a grant allocation process, likely leading to a decrease in funding for DCJ. House Bill 4089, if not passed, could have a negative fiscal impact for DCJ's budget resulting in a loss of state funding.

Diversity and Equity

The Department of Community Justice has made a long-term commitment to achieving organizational cultural competence which supports a diverse and equitable workplace. In FY 2014, DCJ created a new charter for the Diversity and Equity Steering Committee, reconstituting membership to include representation from every physical work site and major job classification. The Committee is a venue for employees to influence DCJ policies, practices, and procedures to ensure they reflect respect and inclusion for staff and clients. It has a broad charge, some of which are creating an annual training plan, using the equity lens, and creating an annual report including diversity of staff, clients, and services.

In addition to this major agency change in how we address diversity and equity for clients and staff, we have:

- Provided a full division workshop for juvenile department staff to address racial and workplace tension.
- Supported an ongoing study group at JSD following the workshop to build on positive changes.
- Included training on working with cultural competency at the agency learning day in August.
- Supported numerous staff in attending workshops dealing with racism and cultural competency.
- Sought out consultation to apply the Equity and Empowerment Lens as we: developed policy and practice for the new assessment and referral center; determined how to manage information about gang involvement in juvenile justice system data bases; and created a hiring process for a senior manager position.

Budget by Division

Division Name	FY 2015 General Fund	Other Funds	Total Division Cost	Total FTE
Director's Office	\$13,233,337	\$0	\$13,233,337	52.50
Adult Services Division	28,057,742	23,972,345	52,030,087	302.15
Juvenile Services Division	17,370,327	8,811,548	<u>26,181,875</u>	168.40
Total Community Justice	\$58,661,406	\$32,783,893	\$91,445,299	523.05

Director's Office

The Director's Office provides policy, program, and fiscal direction to DCJ and ensures that DCJ is accountable to County residents, the Board of County Commissioners, and system partners. The Director's Office is responsible for the fiscal management of more than \$89 million in county, state, federal and private grant funds. The Research and Planning team promotes the use of evidence-based practices and data-informed decisionmaking at all levels of the department. Business Services provides support for sound budgeting, grants management, invoice processing, contracting, fee collection, medical billing, procurement for goods and services, and travel arrangements. The Business Applications and Technology (BAT) team directs the evaluation, selection, purchase, implementation and training of effective, innovative technology solutions to enhance DCJ's effectiveness. Human Resources supports 664 regular, on-call, and temporary employees including the needs of management and members of three different unions. This team coordinates the development of policies, procedures, and internal investigations. Human Resources also manages 213 volunteers and interns, which provided over 14,929 hours of service to DCJ programs and service enhancing connectivity to the community last year.

Significant Changes

The FY2015 budget is allowing for an investment in staff resources that will improve the customer service this division offers to the rest of the department. Program offer 5000-15 makes permanent 2 Project Managers that were limited duration positions in FY2014. Program Offer 50001 reflects an increase of 0.50 FTE Finance Specialist 1 which will take over client billing for Adult Services Monitor Misdemeanor program. Program Offer 50004 will result in an addition of a 0.50 FTE Program Aide to increase data collection and analysis capacity. Lastly, Program Offer 50005 includes an increase of 1.00 FTE Human Resources Analyst Senior which will provide an increased level of customer service to the department in processing and hiring employees.

Juvenile Services Division

The Juvenile Services Division (JSD) protects the public, delivers cost- effective, evidence-based services to delinquent youth and their families, and promotes a fair, equitable and accountable juvenile justice system. JSD provides a continuum of juvenile services ranging from informal handling (diversion) and formal probation, shelter care, electronic monitoring, mental health assessments and care coordination, outpatient treatment staff, assessment and evaluation services, secure residential substance abuse treatment, and detention.

Although delinquency referrals have declined over the past decade, there remains a group of youth whose behavior warrants intervention from the juvenile justice system. Last year, JSD completed over 1,300 detention screens and approximately 447 youth were admitted to the Donald E. Long Juvenile Detention Home. Many of these youth arrive in crisis and require comprehensive wraparound services.

Annually, about 800 youth (referred for less serious criminal activity) are diverted from court and held accountable through case management, community service, paying restitution to victims, completing community-based educational/behavioral interventions, or receive a warning letter. Juvenile Court Counselors supervise about 300 youth on formal probation per day. JSD manages the higher-risk youth in this population with treatment services, custody sanctions, detention alternatives and accountability interventions.

Significant Changes

The implementation of a Title IV-E Claiming Program is providing JSD the benefit of additional resources to keep kids connected to their families and home communities. Specific investments include an increase of 0.50 FTE Juvenile Counseling Assistant in Program Offers 50058 and 50059 serving both females and juvenile sex offenders on probation and 1.00 FTE Juvenile Counseling Assistant in Program Offer 50061 who will focus on our high risk juvenile population. Within our Juvenile Detention Services, Program Offer 50054-A, reflects an increase of 2.00 FTE Juvenile Custody Services Specialist and \$210,000 in increased funding for additional beds and transportation services. Several areas saw reductions. Program Offer 50052 saw a reduction of \$78,000 in state funding for mediation services. Program Offer 50057 reflects a decrease in funding from Portland Public Schools of \$60,000 due to the restoration of the 50/50 cost split of 2.00 FTE versus the 75/25 split the last few years. This program offer includes an increased investment of \$21,000 in restorative justice for victim offender mediation. Lastly, Program Offer 50026 has been reconfigured into the Juvenile Behavioral Rehabilitation (BRS) Assessment & Evaluation. The program was redesigned in FY2014 from the Residential Alcohol and Drug program to an Assessment and Evaluation program which reduced BRS revenue, but is offset by cost reductions and additional of State DHS funding. The net result is in an increase in FY2014 of 4.00 FTE along with a contract reduction with the Morrison Center.

Adult Services Division

The Adult Services Division (ASD) provides leadership and direction for the supervision of approximately 12,300 probationers and post-prison adult offenders in the community who have been convicted of felony and misdemeanor crimes. In addition, the Recog unit helped process about 37,000 cases per year. Together, these programs promote public safety while reducing County jail utilization. ASD's mission is to enhance community safety, reduce crime and change offender behavior by holding offenders accountable in a fair and just manner. ASD also effectively coordinates with public safety partners and ensures the safety of DCJ employees who supervise adult offenders. In accordance with best practices, ASD has specialized units for offenders who have been convicted of specific crimes or who have needs that require Probation and Parole Officers (PPO) with specialized training. These units are Domestic Violence, Gang, Mentally III, Gender Specific, Sex Offender and Very High Risk Supervision Team. Generic supervision units manage offenders with property and drug convictions, including robbery and burglary crimes. ASD enhances supervision with GPS/ electronic monitoring and computer forensics monitoring as needed. ASD manages supervised Community Service teams to strengthen offender accountability and provides community-based treatment services to address criminal risk factors. ASD provides services to help offenders develop pro-social skills, such as the Day Reporting Center and the Londer Learning Center for employment training and GED support services.

Significant Changes

The FY 2015 budget reflects anticipated changes due to Healthcare Transformation. Specifically, this is resulting in a reduction of contracts amounts while maintaining current service level. Program Offers 50011-15 and 50021-15 increase our investment in direct services based on risk and recovery support services such as mentoring, employment, and housing and reflects State Revenue reductions. Program Offer 50041-15 will create a pilot project providing supportive housing for our mentally ill offenders. We are also investing in staff resources. Program Offer 50016-15 is adding 2.00 FTE Probation/Parole Officers to support our EPICS case management model. In addition, we are adding staff resources in those programs focusing on the initial stages of a probationer/parolee's entry into our system. Specifically we are adding a new 1.00 FTE Probation/Parole Officer to Program Offer 50018-15 and adding 1.00 FTE Probation/Parole Officer and 1.00 FTE Records Technician to Program Offer 50021-15. Lastly, we are increasing investing in our misdemeanant compliance by adding 1.00 FTE Probation/Parole Officer to Program Offer 50038. Program Offer 50039-B reflects the continuing program implementation and a reduction of anticipated supervision fee revenue.

Department of Community Justice
The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order by division.

Prog. #	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
Director's Of	ffice				
50000	DCJ Director's Office	1,316,863	0	1,316,863	8.00
50001	DCJ Business Services	2,674,280	0	2,674,280	17.20
50002	DCJ Business Applications & Technology	6,537,965	0	6,537,965	6.50
50003	DCJ Crime Victims Unit	516,829	0	516,829	4.00
50004	DCJ Research & Planning Unit	648,114	0	648,114	5.50
50005	DCJ Human Resources	1,539,286	0	1,539,286	11.30
Adult Service	es Division				
50010	Adult Offender Mental Health Services	717,947	0	717,947	0.00
50011	Recovery System of Care	1,763,890	1,384,228	3,148,118	0.00
50012	Addiction Services - Adult Offender Residential	2,703,835	0	2,703,835	0.00
50014	Addiction Services - Adult Drug Court Program	771,235	214,442	985,677	0.00
50015	Adult Chronic Offender Program - City Funding	0	746,000	746,000	0.00
50016	Adult Services Management	1,869,936	0	1,869,936	11.00
50017	Adult Recog Program	1,478,264	0	1,478,264	15.00
50018	Adult Pretrial Supervision Program	1,565,718	0	1,565,718	15.00
50019	Adult Forensics Unit	320,885	0	320,885	2.00
50020	Adult Parole/Post Prison Violation Hearings & Local Control	1,170,112	1,742,835	2,912,947	14.00
50021	Assessment and Referral Center	2,907,719	4,994,349	7,902,068	35.50
50023A	Adult Field Generic Supervision (Level 1&2)	3,503,073	5,953,770	9,456,843	69.38
50023B	Employment Transition Services for African American Males	119,249	0	119,249	0.00
50024	Adult Mentally III Offender Supervision	776,085	0	776,085	6.00
50025	Adult Sex Offender Supervision & Treatment	457,779	1,918,629	2,376,408	15.50

Department of Community Justice
The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order by division.

Prog. #	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE			
Adult Services Division (cont.)								
50026	Adult Domestic Violence Supervision	1,122,631	1,533,090	2,655,721	19.50			
50027	Adult Family Supervision Unit	1,163,105	29,000	1,192,105	10.00			
50028	Adult Day Reporting Center	373,314	1,561,785	1,935,099	18.00			
50029	Adult Electronic Monitoring	380,044	0	380,044	3.00			
50030	Adult Property Crimes Programs (RAIN & START)	227,336	1,738,503	1,965,839	7.87			
50031	Community Service - Formal Supervision	957,958	333,167	1,291,125	10.50			
50032	Adult Community Service - Bench Probation	260,203	0	260,203	3.00			
50033	Adult Londer Learning Center	0	802,622	802,622	8.40			
50034	Adult Field Services - Medium Risk Generic Supervision	541,140	82,000	623,140	6.00			
50035	Support to Community Court	89,093	0	89,093	1.00			
50036	Adult Domestic Violence Deferred Sentencing	87,533	0	87,533	1.00			
50037	Adult Sex Offender Reduced Supervision (SORS)	0	148,343	148,343	1.00			
50038	Adult Generic Reduced Supervision (Casebank)	971,967	404,000	1,375,967	13.00			
50039A	Monitor Misdemeanor Program	0	278,482	278,482	3.00			
50039B	Enhanced Monitored Misdemeanor Probation	273,922	107,100	381,022	4.00			
50040	Adult Effective Sanctioning Practices	1,118,769	0	1,118,769	9.50			
50041	Mental Health Pilot - Supportive Housing	365,000	0	365,000	0.00			

Community Justice

fy2015 adopted budget

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
Juvenile Ser	vices Division				
50050	Juvenile Services Management	1,575,216	197,416	1,772,632	10.50
50051	Juvenile Services Support	2,504,816	0	2,504,816	16.00
50052	Family Court Services	112,101	1,035,428	1,147,529	8.59
50053	Family Court Services - Supervised Parenting Time	154,782	209,377	364,159	2.31
50054A	Juvenile Detention Services - 64 Beds	7,267,659	1,076,729	8,344,388	64.50
50054B	Juvenile Detention Services - 16 Beds	706,924	0	706,924	6.00
50055	Community Monitoring Program	294,823	342,727	637,550	0.00
50056	Juvenile Shelter & Residential Placements	84,215	578,495	662,710	0.00
50057	Juvenile Intake, Assessment, Intervention & Adjudication (IAIA)	1,380,979	117,330	1,498,309	12.00
50058	Juvenile Female Probation Services	145,451	248,158	393,609	3.50
50059	Juvenile Sex Offender Probation Supervision and Treatment	670,144	187,332	857,476	4.50
50060	Juvenile East Multnomah Gang Enforcement Team (EMGET)	0	675,672	675,672	0.00
50061	Juvenile High Risk Unit - RISE	395,208	1,008,187	1,403,395	11.00
50062	Juvenile Low Risk Unit	213,918	0	213,918	2.00
50063	Juvenile Behavioral Rehabilitation (BRS) Assessment & Evaluation	666,912	1,264,681	1,931,593	13.50
50064	Juvenile Assessment & Treatment for Youth & Families (ATYF)	94,915	1,130,290	1,225,205	9.00
50065	Juvenile Culturally Specific Intervention	304,003	152,343	456,346	0.00
50066	Juvenile Community Interface Services	798,263	<u>587,383</u>	<u>1,385,646</u>	5.00
	Total Community Justice	58,661,406	32,783,893	91,445,299	523.05



Program #50000 - DCJ Director's Office

7/3/2014

Department: Community Justice **Program Contact:** Scott Taylor

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Director's Office provides the Department of Community Justice (DCJ) with the policy, program and fiscal direction to achieve its mission of enhancing community safety and reducing criminal activity. DCJ is a 24-hour operation with about 664 permanent, on-call, and temporary employees. The Director's Office also coordinates over 200 volunteers provided throughout DCJ. The Director's Office provides leadership, communication, and coordination across the Department's Divisions.

Program Summary

The Director's Office monitors the daily operations of an agency that provides supervision and treatment resources to youth, adults, families, and communities to address the underlying issues and problems that drive crime. It is the role of the Director's Office to hold the Department accountable to county residents, the Board of County Commissioners and system partners. From intake and assessment through discharge, the youth, adults, and families receive a continuum of services to help them reintegrate into their communities.

In 2013, DCJ supervised over 12,220 probationers and post-prison adult offenders annually in the community who have been convicted of felony and misdemeanor crimes. Our Recognizance unit also helped process about 37,000 cases per year. Our Juvenile Services Division operates the Donald E. Long Juvenile Detention Facility, a regional facility that houses up to 64 youth daily. In 2013, this equaled up to 447 youth. This division provided daily community supervision for approximately 300 youth. Our Family Court Services program provided services to over 1,300 at-risk families as they went through separation and divorce.

This area also provides evaluation services, contract monitoring, coordination of professional development, and strategic planning across divisions. It is the responsibility of the Director's Office to create an organizational culture that values evidence-based practices and continuous quality improvement. Through collaboration with partner agencies, shared public safety goals are continuously evaluated and pursued.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of adult offenders supervised annually	12,224	12,300	12,300	12,300			
Outcome	Percent of offenders not recidivating one year post admit to supervision	86%	87%	87%	87%			
Output	Number of youth with criminal cases disposed annually	1667	1500	1550	1550			
Outcome	Percent of youth not re-adjudicated/convicted within three years of probation start	76%	70%	72%	75%			

Performance Measures Descriptions

Recidivism is based on new felony convictions.

For number of referrals received annually, see offer 50051 - Juvenile Services Support.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,108,469	\$0	\$1,119,206	\$0
Contractual Services	\$109,586	\$0	\$109,586	\$0
Materials & Supplies	\$82,872	\$0	\$71,649	\$0
Internal Services	\$16,136	\$0	\$16,422	\$0
Total GF/non-GF	\$1,317,063	\$0	\$1,316,863	\$0
Program Total:	\$1,317,063		\$1,316,863	
Program FTE	7.00	0.00	8.00	0.00

Program Revenues						
Other / Miscellaneous	\$91,271	\$0	\$0	\$0		
Total Revenue	\$91,271	\$0	\$0	\$0		

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50000 DCJ Director's Office

This program offer reflects a net increase of 1.00 FTE. During FY 2014 1.00 FTE Program Specialist transferred to another DCJ program (refer # 50004-15). For FY 2015 2.00 FTE Project Managers are added (in FY 2014 these positions were limited duration).



Program #50001 - DCJ Business Services

7/3/2014

Department: Community Justice **Program Contact:** Joyce Resare

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) Business Services provides administrative and business services to the Department through exercising sound, accurate and transparent financial management.

Program Summary

DCJ is funded by a variety of federal, state, local and other grant sources. A primary responsibility of Business Services is to integrate these resources to develop a balanced budget that meets Oregon Budget Law, County policies, and the accounting practices established by the County's Chief Financial Officer. Business Services ensures that the Department's budget adequately supports operations and aligns with the programs authorized by the Board of County Commissioners.

DCJ Business Services include budget development; analysis and tracking; administration of the Department's budget and numerous revenue streams; financial policy development and oversight; grants financial oversight; accounts receivable; accounts payable; medical billing; travel and training; and procurement and contract development and administration support.

Business Services also continually monitors departmental spending throughout the budget cycles so that spending occurs within designated spending limits. This area also sees that cash handling and accounting are closely monitored, ensures compliance with grant financial requirements, that contracts meet County Attorney standards and provide legal authority to procure goods and services for the programs. Business Services participates in cross-county teams such as the County Operations Council, Purchasing/Contract Committees and the Finance Users Group.

Performar	Performance Measures								
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer				
Output	Percent of invoices paid in 30 days or less	72%	80%	75%	75%				
Outcome	Percent spending within legal appropriation (total budget)	100%	100%	100%	100%				

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,593,851	\$0	\$1,642,312	\$0
Contractual Services	\$3,789	\$0	\$3,405	\$0
Materials & Supplies	\$73,417	\$0	\$187,565	\$0
Internal Services	\$768,735	\$0	\$840,998	\$0
Total GF/non-GF	\$2,439,792	\$0	\$2,674,280	\$0
Program Total:	\$2,439,792		\$2,439,792 \$2,674,280	
Program FTE	16.70	0.00	17.20	0.00

Program Revenues				
Fees, Permits & Charges	\$5,000	\$0	\$5,000	\$0
Other / Miscellaneous	\$2,101,156	\$0	\$2,153,833	\$0
Total Revenue	\$2,106,156	\$0	\$2,158,833	\$0

Explanation of Revenues

County General Fund which includes Department Indirect Revenue of \$2,153,833 based on indirect rate of 8.29% of total allowable expenditures in the federal/state fund; Fee revenue of \$5,000 deposited into the General Fund. Revenue is unanticipated and not program related. Assuming same budget amount as FY 2014.

Significant Program Changes

Last Year this program was: 50001 DCJ Business Services

This program offer reflects an increase of 0.50 FTE Finance Specialist 1 in FY 2015.



Program #50002 - DCJ Business Applications & Technology

7/3/2014

Department: Community Justice Program Contact: Michael Callaghan

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Business Applications and Technology (BAT) section supports the implementation and use of new and existing information systems and data reporting tools which increases the effectiveness of staff and improves the delivery of services to clients. BAT also manages the Court Appearance Notification System (CANS), a collaborative, multi-jurisdictional program designed to reduce offenders' rate of failure to appear (FTA) in court through the use of automated telephone reminders and alerts.

Program Summary

The BAT program provides oversight for evaluation, selection, purchase and implementation of effective, innovative technology solutions. BAT collaborates with partner agencies from local, state and federal governments as well as private service providers in order to develop system-wide technology solutions for data sharing. Team members of BAT work to foster the use and understanding of data management and reports for decision making and facilitate a variety of information system trainings that enhance the Department of Community Justice's (DCJ) operations.

CANS works by reminding defendants of upcoming court hearing dates, times and locations which help to reduce FTAs and costs to the various enforcement agencies. The automated system also alerts offenders of payments due on restitution, compensatory and/or supervision fees, and appointments with their Parole/Probation Officers (PPO). CANS regularly monitors and reports program performance to the Local Public Safety Coordination Council (LPSCC) and the Criminal Justice Advisory Committee (CJAC).

This program offer contains services provided by the County's Information Technology organization which facilitate support information needs of the Department, system partners and the public. This includes development and maintenance of information systems to support business needs and easy access to data and other support services in order for DCJ to effectively utilize technology. This program also provides for the purchase and replacement of computer equipment, software and technology tools.

Through innovative technological solutions and wise technology investments, the Department is better equipped to promote community safety and reduce criminal activity. This program demonstrates effective agency collaboration and fiscal responsibility.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	IT Projects that were identified and prioritized by Business Applications Team	new	new	16	17	
Outcome	Percent of IT Projects that were completed in less than 12 months	new	new	19%	31%	
Outcome	Percent of circuit court notifications that appear in court	91%	90%	90%	90%	

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$715,349	\$0	\$747,472	\$0
Contractual Services	\$135,550	\$0	\$105,550	\$0
Materials & Supplies	\$178,117	\$0	\$177,337	\$0
Internal Services	\$5,556,287	\$0	\$5,507,606	\$0
Total GF/non-GF	\$6,585,303	\$0	\$6,537,965	\$0
Program Total:	\$6,58	\$6,585,303		7,965
Program FTE	6.50	0.00	6.50	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50002 DCJ Business Applications & Technology



Program #50003 - DCJ Crime Victims Unit

7/3/2014

Department: Community Justice **Program Contact:** Ginger Martin

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Community supervision serves three main purposes: 1) holding the offenders accountable, 2) making positive changes in offender behavior, and 3) protecting the rights of victims and the larger community. The Crime Victim's Unit coordinates and enhances each division's response to the crime victim advocate community and to the individual crime victims of offenders on supervision.

Program Summary

The Crime Victim Services Unit is responsible for advancing the goals of the Department of Community Justice (DCJ) Strategic Plan related to our long-term commitment to crime victims' rights and needs. The Crime Victims Unit is responsible for problem-solving to improve responsivity to crime victims both within DCJ and across our public safety partners.

This unit collaborates with public safety agencies and community partners as well as DCJ staff to develop a more coordinated system response to crime victim issues. The unit is charged with making sure DCJ is acting in compliance with the rights of crime victims in accordance with Oregon statutes, reaching out to crime victims and providing information about the offender and the corrections system if desired, improving the collection of restitution, and providing emergency assistance to crime victims. The unit also provides training to DCJ staff on crime victim's rights, restitution collection, and becoming more responsive to crime victims. Lastly, this unit includes a position devoted specifically to the Commercial Sexual Exploitation of Children (CSEC) project that was introduced in last year's budget. This is a multi-jurisdictional system collaborative process that includes social services leaders, elected officials, state policy makers, criminal justice system representatives, citizens, and survivors.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of letters sent to victims of probation cases	new	new	2300	2300			
Outcome	Percent of letters sent compared to the number of court cases	new	new	95%	95%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$388,078	\$0	\$431,121	\$0
Contractual Services	\$80,000	\$0	\$80,000	\$0
Materials & Supplies	\$1,140	\$0	\$5,415	\$0
Internal Services	\$0	\$0	\$293	\$0
Total GF/non-GF	\$469,218	\$0	\$516,829	\$0
Program Total:	\$469,218		\$516	5,829
Program FTE	4.00	0.00	4.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50003A DCJ Crime Victims Unit

and 50003B DCJ Crime Victims Unit-Expanded Collaboration



Program #50004 - DCJ Research & Planning Unit

7/3/2014

Department: Community Justice Program Contact: Kimberly Bernard

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The purpose of the Research & Planning (RAP) Unit is to collect, interpret, analyze, and disseminate information regarding the characteristics, activities, operations, and policies of the Department of Community Justice. This information is used by many stakeholders for operational decision-making, policy formulation, mandatory reporting, quality assurance & improvement, and release to the general public.

Program Summary

The RAP Unit supports the data and analysis needs of the three department divisions: Director's Office, Adult Services Division and the Juvenile Services Division. These analyses promote effective resource management and the attainment of the department's strategic goals. The unit promotes the adoption of evidence-based practices through continual identification and dissemination of emerging best practices in the literature and professional associations. The unit helps ensure that departmental operations have fidelity and are delivered in a manner optimizing client outcomes. The unit is responsible for the coordination and development of mandatory reports to other government agencies and funders.

Additionally, the unit is responsible for evaluating contract compliance and supporting quality improvement efforts with our community partners. These services are critical for holding programs and services accountable. Nationally, DCJ's evaluation and research findings are studied (through corrections publications and national conferences) and recognized in a manner that enhances our reputation with national and state funders.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of research and evaluation requests addressed by unit	new	new	62	75			
Outcome	Number of output and outcome measures analyzed for budgeting process	new	new	118	120			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$486,697	\$0	\$638,398	\$0
Materials & Supplies	\$8,526	\$0	\$9,716	\$0
Internal Services	\$795	\$0	\$0	\$0
Total GF/non-GF	\$496,018	\$0	\$648,114	\$0
Program Total:	\$496,018		\$648	3,114
Program FTE	4.00	0.00	5.50	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50004 DCJ Quality Systems & Evaluation Services

This program offer reflects an increase of 1.50 FTE. In FY 2014 1.00 FTE Program Specialist transferred from another DCJ program (refer # 50000-15). In FY 2015 0.50 FTE Program Aide is added.



Program #50005 - DCJ Human Resources

7/3/2014

Department: Community Justice **Program Contact:** James Opoka

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) Human Resources (HR) unit recruits, hires, trains and assists with the management of nearly 664 regular, on-call and temporary employees and 213 volunteers and interns. DCJ HR and training consultants work closely with both internal and external customers to design responsive programs and services. HR staff work with management and members of three different unions to hold employees accountable. The HR unit directly supports the culture and mission of the Department.

Program Summary

The HR unit supports 664 regular, on-call and temporary employees and 213 volunteers and interns; 3 union contracts; and 24-hour operations in Juvenile Detention, the Multnomah County Justice Center and the community. HR will continue to:

- 1) Assess diverse organizational and customer (employee) needs to provide strategic direction as well as succession and workforce planning through active participation on management teams;
- 2) Consult with managers and employees about employee and labor relations issues, including performance management, discipline and grievances, recruitment and selection of a highly qualified and diverse workforce, leave administration, layoffs and bumping, and compliance with County Personnel Rules, Department Work Rules, and union contracts;
- 3) Ensure compliance with all laws, rules, regulations, policies and labor agreements so liability and costs of unlawful employment actions are reduced or eliminated;
- 4) Manage the recruitment and selection process, leave administration, discipline and grievance process, layoffs and bumping, and personnel records;
- 5) Manage 272 leave requests and 1,298 personnel transactions in SAP;
- 6) Develop and implement HR initiatives with Central Human Resources and Labor Relations;
- 7) Complete 393 background investigations / records checks on DCJ employees, volunteers, interns, and contractors;
- 8) Coordinate 230 internal and external professional development events necessary to keep qualified employees and meet statutory requirements, and attended by 500 employees;
- 9) Manage 213 volunteers and interns who provide 14,929 hours of service to DCJ programs and services; and 10) Coordinate internal employee investigations, policies and procedures, safety, Health Insurance Portability and
- Accountability Act (HIPAA), and Prison Rape Elimination Act (PREA).

DCJ's HR unit supports the Department's mission and accountability to the public through hiring, training and evaluating competent staff. By hiring qualified people, giving them the tools they need to do their job and supporting management performance, the Department is able to continue changing offender behavior and keeping the community safe.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Total internal and external professional development hours provided for staff	17,541 hrs.	3,000 hrs.	6,862 hrs.	7,000 hrs.		
Outcome	Percent of people of color hired	35%	25%	32%	35%		

Performance Measures Descriptions

The percentage of people of color in the Portland/Vancouver PMSA (Portland Metropolitan Statistical Area) Civilian Labor Force 16.5%. This is the legal benchmark used to evaluate whether an employer's workforce is representative of the available labor force in the area the business/organization operates.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,178,670	\$0	\$1,326,586	\$0
Contractual Services	\$140,204	\$0	\$131,112	\$0
Materials & Supplies	\$79,322	\$0	\$80,932	\$0
Internal Services	\$165	\$0	\$656	\$0
Total GF/non-GF	\$1,398,361	\$0	\$1,539,286	\$0
Program Total:	\$1,398,361		\$1,53	9,286
Program FTE	10.20	0.00	11.30	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50005 DCJ Human Resources

This program offer reflects an increase of 1.10 FTE in FY 2015; 0.10 FTE HR Analyst 1 and 1.00 FTE HR Analyst Sr are added.



Program #50010 - Adult Offender Mental Health Services

7/3/2014

Department: Community Justice **Program Contact:** Ginger Martin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The rate of mental illness among those incarcerated is two to three times higher than among the general population (Roskes and Feldman 1999). These offenders eventually leave prison or jail and are then supervised in the community, bringing with them a variety of mental health and chronic medical issues. The Department of Community Justice (DCJ) provides funding for services that assist Parole/Probation Officers (PPO) in their work with over 270 adult mentally ill offenders annually.

Program Summary

Mental Health Services (MHS) helps PPOs access necessary resources for severe and persistent mentally ill adult offenders. Research indicates that these offenders are likely to have continued contact with the corrections system. This work is essential for stabilizing and decreasing recidivism rates for this specific population and is always coordinated in collaboration with other community-based treatment. Special limited services that benefit this target population are unavailable without DCJ assistance.

MHS provides the following contracted services:

- 1) Provide outpatient mental health care coordination and psychiatric medication services to adult offenders with severe mental illness, with or without a substance abuse disorder, who are under the supervision of DCJ and who do not have insurance.
- 2) Provide mental health assessments, evaluations, diagnoses, and care plans, including referrals to other needed community services.
- 3) Conduct coordinated case planning with other agencies or individuals involved with the clients and/or their families.

This program supports public safety by providing a continuum of social services to high and medium risk offenders who require assistance in accessing services. Without these services, many of these offenders would remain unstable and would likely return to jail on supervision violations and/or new criminal charges.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of clients that received treatment	98	130	100	30		
Outcome	Tx Program participants that do not recidivate (percent at one year post admit)	85%	85%	85%	85%		

Performance Measures Descriptions

Recidivism is based on new felony convictions.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$1,176,373	\$0	\$717,947	\$0
Total GF/non-GF	\$1,176,373	\$0	\$717,947	\$0
Program Total:	\$1,176,373		\$717	,947
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50006 Adult Offender Mental Health Services

This program offer reflects adjustment due to Healthcare Transformation - Reducing contract amounts while maintaining current service level, assuming insurance or Medicaid coverage for 70% of the services currently being delivered - investing funds in direct services based on risk and recovery support services such as mentoring, employment, and housing - see offers 50011-15 and 50021-15



Program #50011 - Recovery System of Care

7/3/2014

Department: Community Justice **Program Contact:** Ginger Martin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Outpatient treatment is an essential part of the alcohol and drug treatment continuum. In addition, alcohol/drug treatment addresses a major criminal risk factor and is a necessary correctional intervention if DCJ is to continue to be successful in reducing recidivism. The offenders referred to these programs are classified at a high risk to re-offend and are statistically more likely to commit a new crime if interventions are not provided. At any time, 230 offenders will attend community-based outpatient treatment programs one to three times a week as appropriate to their needs.

Program Summary

Services are provided through contracts with nine non-profit providers who are dually licensed to provide alcohol and drug treatment and mental health services. Contracted treatment programs are equipped to respond to culturally-specific needs, to provide mental health treatment, and to address criminal risk factors in addition to addiction to drugs or alcohol.

With the expansion of Medicaid and private forms of insurance, some clinical services previously supported by the DCJ budget will now be reimbursed through health insurance. DCJ will continue to provide funding for clinical services for those offenders eligible for treatment who do not have insurance. In addition, funding is provided to support treatment interventions for criminal risk factors such as antisocial thoughts and attitudes, antisocial peers, impulsivity and poor problem solving skills, anger management and so on. Effective interventions for offenders should integrate addictions treatment with treatment for criminality.

This program offer supports a recovery system of care which includes comprehensive support for recovery in addition to counseling, such as stable and drug free housing, peer mentors, and vocational assistance. A recovery system of care better supports long-term behavior change than does counseling alone.

Without treatment, offenders are more likely to re-offend and/or to occupy expensive jail beds. Treatment has been proven to be effective at reducing recidivism both in Oregon and nationally. DCJ's pilot program for a recovery system of care which includes treatment, housing, mentors, and vocational assistance was studied by the Criminal Justice Commission. This program reduced re-arrest by 43% over a matched but untreated control group. In addition, 74% of participants were employed within 90 days and 84% had independent housing at 90 days. For every dollar spent on this program, \$6.73 in tax payer and crime victim costs were avoided.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of clients that received treatment	475	480	485	800		
Outcome	Program participants that do not recidivate (percent at one year post admit)	90%	90%	90%	90%		

Performance Measures Descriptions

Recidivism is based on new felony convictions.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$615,612	\$594,043	\$1,718,178	\$1,251,222
Materials & Supplies	\$40,210	\$0	\$45,712	\$0
Internal Services	\$0	\$67,722	\$0	\$133,006
Total GF/non-GF	\$655,822	\$661,765	\$1,763,890	\$1,384,228
Program Total:	\$1,317,587		\$3,14	8,118
Program FTE	0.00	0.00	0.00	0.00

Program Revenues					
Indirect for Dept. Admin	\$54,891	\$0	\$103,726	\$0	
Fees, Permits & Charges	\$0	\$2,000	\$0	\$1,000	
Intergovernmental	\$0	\$578,265	\$0	\$715,164	
Other / Miscellaneous	\$0	\$81,500	\$0	\$81,500	
Beginning Working Capital	\$0	\$0	\$0	\$586,564	
Total Revenue	\$54,891	\$661,765	\$103,726	\$1,384,228	

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$129,612. This is the allocation for the second half of the FY13-15 biennium. State Treatment Transition Program \$92,177. This is the budgeted amount for the second half of the FY13-15 biennium; Civil Forfeitures \$81,500. Funds are received from Mult Co. Circuit Court or City of Portland for civil forfeitures seized from clients and turned over to DCJ per ORS 131A360. Budgeted at same amount as FY 2014; Laboratory Drug Testing fees \$1,000. Fee is set at \$9.50 per Board Resolution. State 3194 funding \$1,079,939: this is the FY15 allocation to DCJ of FY13-15 biennial State 3194 funding to Multnomah County.

Significant Program Changes

Last Year this program was: 50007 Addiction Services-Adult Offender Outpatient

and 50036 Adult Re-Entry Enhancement Coordination

This program offer includes an increased investment in recovery support services such as mentoring and employment, partially funded with an allocation of HB3194 funding and reflects State Revenue reductions - CJC Byrne grant (REC) ended 9/30/13 and being replaced with 3194 funding.



Program #50012 - Addiction Services - Adult Offender Residential

7/3/2014

Department: Community Justice **Program Contact:** Ginger Martin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Residential drug treatment is an essential part of the alcohol and drug treatment continuum that impacts public safety. When residential treatment is successful for offenders, the long-term collateral costs of re-arrest, re-incarceration and inadvertent consequences for the children of offenders significantly decline. Eighty-nine percent of offenders who successfully complete treatment do not re-offend one year after exiting treatment (Hamblin and Rhyne 2011).

Program Summary

This offer provides 130 beds of residential drug and alcohol treatment for high risk male and female offenders and allows courts and probation/parole officers to have sanction options other than jail for those needing treatment. Fifty-two beds serve high risk offenders in a facility specialized in treating males involved with the criminal justice system. The remaining beds for men are located in three residential facilities within the community. Some of these beds are reserved for specific populations (e.g., sex offenders, East County property offenders). This program also provides 40 residential alcohol and drug treatment beds for high risk female offenders in two facilities and nine beds for dependent children. The current community treatment providers have been in existence for over 19 years and work collaboratively with the Department of Community Justice (DCJ) to treat offenders with addictions and criminality.

The program uses evidence-based practices to address addiction, mental health issues, parenting skills, healthy relationship dynamics, criminality, employment resources and relapse prevention counseling. Regular communication and coordination with a Parole/Probation Officer (PPO) is maintained to develop and implement treatment and supervision plans.

With the expansion of Medicaid and private forms of insurance, some clinical services previously supported by the DCJ budget will now be reimbursed through health insurance. DCJ will continue to provide funding for clinical services for those offenders eligible for treatment who do not have insurance. In addition, funding is provided to support room and board costs not covered by insurance for all DCJ clients served by contracted services.

The National Institute on Drug Abuse (NIDA) reports that drug abuse treatment is cost effective in reducing drug use and bringing about cost savings associated with health care, crime and incarceration. NIDA also reports that gender-specific programs may be more effective for female offenders, especially those with trauma and abuse in their background (2006).

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of male clients participating in treatment	424	382	400	400		
Outcome	Program participants that do not recidivate (percent at one year post exit)	91%	82%	90%	90%		
Output	Number of female offenders that received treatment	207	180	200	200		
Outcome	Program participants that do not recidivate (percent at one year post exit)	87%	88%	85%	85%		

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$5,120,789	\$0	\$2,703,835	\$0
Total GF/non-GF	\$5,120,789	\$0	\$2,703,835	\$0
Program Total:	\$5,120,789		\$2,70	3,835
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50008 Addiction Services-Adult Offender Residentia

and 50009 Addiction Services - Adult Women's Residential Treatment

This program offer reflects adjustment due to Healthcare Transformation - Reducing contract amounts while maintaining current service level, assuming insurance or Medicaid coverage for 70% of the services currently being delivered - investing funds in direct services based on risk and recovery support services such as mentoring, employment, and housing - see offers 50011-15 and 50021-15



Program #50014 - Addiction Services - Adult Drug Court Program

7/3/2014

Department: Community Justice **Program Contact:** Ginger Martin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Drug Diversion Drug Court (STOP) contributes to public safety by providing outpatient treatment and supervision to approximately 500 adult offenders each year, with a daily capacity of 250 individuals. STOP holds adults charged with drug offenses accountable while providing them an opportunity for treatment. Those who successfully complete treatment and court requirements have their charges dismissed.

Program Summary

STOP serves adults charged with various drug-related offenses. Multnomah County's Drug Court is one of the oldest of its kind that collaborates with criminal justice partners to expedite the court process and offer drug treatment. The treatment component is facilitated by a contracted agency who works closely with the court to provide mental health and drug treatment, employment resources, housing referrals, mentoring, residential treatment referrals and long-term follow-up services. Offenders may attend STOP as frequently as once a week during the first phases of their recovery and as little as one time per month as they stabilize with treatment.

There is a well-researched link between substance abuse and criminal behavior. A recent report from the National Institute of Corrections (NIC) states that half of offenders were under the influence of alcohol or drugs when they committed their current offense (Przybylski 2008). The NIC says, "It is unlikely that recidivism rates can be appreciably reduced without breaking the cycle of substance abuse and crime."

This program has proven its effectiveness through independent studies and measures a cost savings to the County of nearly \$1,400 per offender (NPC Research 2003). A ten-year analysis of STOP Drug Court (from 1991 to 2001) published by NPC Research in 2007, showed that STOP reduced re-arrests by 30 percent compared to eligible defendants who did not go through STOP.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of participants served annually	504	600	525	525			
Outcome	Program participants that do not recidivate (percent at one year post admit)	89%	93%	90%	90%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$759,455	\$224,151	\$771,235	\$195,402
Internal Services	\$0	\$21,916	\$0	\$19,040
Total GF/non-GF	\$759,455	\$246,067	\$771,235	\$214,442
Program Total:	\$1,005,522		\$985	,677
Program FTE	0.00	0.00	0.00	0.00

Program Revenues					
Indirect for Dept. Admin	\$17,182	\$0	\$14,585	\$0	
Fees, Permits & Charges	\$0	\$5,000	\$0	\$5,000	
Intergovernmental	\$0	\$241,067	\$0	\$209,442	
Total Revenue	\$17,182	\$246,067	\$14,585	\$214,442	

Explanation of Revenues

County General Fund plus State CJC Drug Court Enhancement grant \$209,442. Award ends 6/30/2015. Drug Diversion Fees from clients \$5,000. All fees collected by DCJ are passed-through to contractor that runs Drug Diversion Program. The majority of these fees are paid directly to the contractor by the client.

Significant Program Changes

Last Year this program was: 50010 Addiction Services-Adult Drug Court Program



Program #50015 - Adult Chronic Offender Program - City Funding

7/3/2014

Department: Community Justice **Program Contact:** Ginger Martin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The City of Portland has collaborated with Multnomah County and others to address specific issues of chronic offenders within the Portland area. The goal of the coordination team is to reduce offender risk and promote long-term behavioral and attitudinal change.

Program Summary

The Services Coordination Team (SCT) is a system-wide response to chronic and repeat offenders, most of whom are homeless and residing in downtown Portland. The County's Department of Community Justice (DCJ) acts as a pass-through for the treatment component of SCT (currently at the Volunteers of America) and employs one Parole/ Probation Officer (PPO) and one District Attorney specifically assigned to SCT clients.

On average, 40 offenders each month receive services (housing assistance, substance abuse treatment, etc.) to decrease their addiction(s) and criminal behavior. Individuals eligible for SCT are identified pre- and post-adjudication. The PPO assigned to this caseload facilitates an individualized intervention plan and coordinates with community partners to address the needs of the offenders. The services available to this population include 12 case managed housing units and 25 alcohol and drug day treatment slots.

The Chronic Offenders Program supports public safety by targeting the most chronic offenders and working to improve livability and safety within the community.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of adult offenders supervised annually	58	55	60	65			
Outcome	Program participants that do not recidivate at one year post admit	58%	88%	60%	60%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$726,000	\$0	\$746,000
Total GF/non-GF	\$0	\$726,000	\$0	\$746,000
Program Total:	\$726,000		\$746	5,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Intergovernmental	\$0	\$726,000	\$0	\$746,000
Total Revenue	\$0	\$726,000	\$0	\$746,000

Explanation of Revenues

City of Portland funding IGA of \$746,000 for FY15. Provides outpatient treatment and housing for 30 male clients identified by the Service Coordination Team.

Significant Program Changes

Last Year this program was: 50011 Adult Chronic Offender Program-City Funding



Program #50016 - Adult Services Management

7/3/2014

Department: Community Justice Program Contact: Truls Neal

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Adult Services Management (ASM) provides leadership and direction for the supervision of approximately 12,200 adult offenders in the community annually. It is responsible for implementing evidence-based practices, managing risk, creating service standards, coordinating with public safety partners and ensuring the safety of department staff who supervise adult offenders.

Program Summary

Adult Services Division managers are responsible for regulating policy, maintaining quality services and implementing evidence-based and core correctional practices that reduce crime. They partner with other public safety representatives through the Local Public Safety Coordinating Council, Criminal Justice Advisory Council, Oregon Association of Community Corrections Directors, and Oregon Department of Corrections (DOC). This program offer supports critical oversight and leadership for our adult services staff, as significant reductions in recidivism have been achieved.

Our priority is to focus resources on the highest risk and highest need offenders, the Department is utilizing the latest and most effective assessment tools that 1) guide supervision by identifying criminogenic risk and need factors, and 2) help develop case plans that reduce reoffending. In the coming year, ASM will continue to train our PPOs on the use of a recently adopted assessment tool and Effective Practices in Community Supervision (EPICS) as we continue moving towards even more efficient supervision plans that reduce recidivism rates associated with high risk offenders.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of adult offenders supervised annually	12,224	12,300	12,300	12,300			
Outcome	Percent of offenders not recidivating one year post admit to supervision	86%	87%	87%	87%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,188,194	\$176,757	\$1,525,295	\$0
Contractual Services	\$4,000	\$0	\$4,000	\$0
Materials & Supplies	\$203,417	\$0	\$238,526	\$0
Internal Services	\$90,299	\$0	\$102,115	\$0
Total GF/non-GF	\$1,485,910	\$176,757	\$1,869,936	\$0
Program Total:	\$1,66	\$1,662,667		9,936
Program FTE	7.50	1.00	11.00	0.00

Program Revenues				
Service Charges	\$0	\$176,757	\$0	\$0
Total Revenue	\$0	\$176,757	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50030 Adult Services Management

This program offer reflects a net increase of 2.50 FTE. During FY 2014 1.50 FTE transferred from other DCJ programs. In FY 2015 1.00 FTE Manager Sr is eliminated. This position was on loan to the National Institute of Corrections (NIC) in Washington DC and the assignment ended in FY 2014 along with the \$178k in funding. Also in FY 2015, 2.00 FTE Probation/Parole Officer's are added in support of our EPICS case management model.



Program #50017 - Adult Recog Program

7/3/2014

Department:Community JusticeProgram Contact:Jay ScrogginProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

By assessing a defendant's probability to appear for court hearings and/or reoffend if released from custody, the Adult Recognizance (Recog) unit performs functions critical to the effective operation of the local justice system. If a defendant is determined to likely appear for court hearings and are low risk to commit crimes while released, he/she is released. This process allows for scarce jail beds to be reserved for higher risk defendants.

Program Summary

The Recog unit is a 24-hour, seven-day-a-week program housed in the County jail. Recog staff interview all defendants with a pending Multnomah County charge. Defendants charged with felonies and/or person-to-person misdemeanor crimes are subject to a full criminal history and warrant check in addition to a risk screening. This process takes approximately one hour per defendant and provides a comprehensive, objective and valid system for release decisions based upon victim and community safety in addition to the defendant's flight risk.

The screening tool used to guide Recog staff has been validated by an independent research group. The results of that study have been approved by the Community Justice Advisory Council. By administering this process, the Recog program allows lower risk defendants the ability to maintain pro-social conditions such as employment and housing. The Recog interview assists the court with release decisions for those defendants that are ineligible for release by Recog staff.

Recog serves as a 24-hour link between local law enforcement agencies and Parole/Probation officers (PPO) by coordinating the process of holding parole and probation violators in jail and providing after-hours information on high risk individuals who are on electronic monitoring. Recog is a system response and collaborative effort with the Courts. Recog helps to alleviate the use of jail beds for the identified offenders, thereby reserving space for higher risk offenders.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of cases processed annually	36,000	36,000	37,000	37,000			
Outcome	Percent of interviewed defendants who return to court	78%	80%	76%	80%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,452,442	\$0	\$1,465,423	\$0
Contractual Services	\$4,324	\$0	\$4,361	\$0
Materials & Supplies	\$8,405	\$0	\$8,480	\$0
Total GF/non-GF	\$1,465,171	\$0	\$1,478,264	\$0
Program Total:	\$1,465,171		\$1,47	8,264
Program FTE	15.00	0.00	15.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50031 Adult Recog Program



Program #50018 - Adult Pretrial Supervision Program

7/3/2014

Department: Community Justice **Program Contact:** Jay Scroggin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Pretrial Services Program (PSP) performs functions necessary for public safety and the effective operation of the local justice system. PSP operates under Oregon Revised Statutes (ORS), conducting release interviews and assessments to determine the release eligibility of arrested defendants, and providing pretrial supervision for all defendants who are referred and released. PSP utilizes criteria established by statute and a validated risk assessment in these investigations.

Program Summary

The primary mission of PSP is to evaluate the risk of releasing defendants prior to trial, supervise defendants in the community and ensure that defendants attend court hearings. When a defendant is referred by the Court to PSP for review, PSP staff use evidence-based criteria during their investigation to determine whether or not a defendant is likely to pose a safety risk or is likely to attend subsequent court hearings. The results of the investigation are presented back to the Court.

During 2013, 2,876 defendants were supervised and 1,841 investigated by PSP. The defendants were maintained in the community instead of occupying scarce and expensive jail beds.

When a defendant is released under PSP supervision, the assigned case manager monitors the defendant's behavior and actions through home, community and office visits, telephone contacts and in some instances electronic and Global Positioning Software (GPS). Under PSP, defendants are afforded the opportunity to maintain employment and/or school attendance, continue with health-related services (drug and alcohol counseling, mental health treatment) and reside in the community pending the resolution of their court matters.

Based on data compiled by the Bureau of Justice Statistics, the reoffense and failure to appear (FTA) rates for PSP clients are substantially lower than similar programs in other cities (Cohen and Reaves 2007). In FY 2013, less than two percent of felony defendants were arrested for another felony offense while under PSP supervision. In addition, during the first six months of FY 2013, 85 percent of felony defendants appeared for their court dates.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders served annually	2876	3500	3000	3000			
Outcome	Percent of released defendants who do not fail to appear	89%	90%	90%	90%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,453,657	\$0	\$1,480,181	\$0
Contractual Services	\$4,084	\$0	\$4,121	\$0
Materials & Supplies	\$18,002	\$0	\$15,886	\$0
Internal Services	\$60,209	\$0	\$65,530	\$0
Total GF/non-GF	\$1,535,952	\$0	\$1,565,718	\$0
Program Total:	\$1,53	\$1,535,952		5,718
Program FTE	15.00	0.00	15.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50032 Adult Pretrial Supervision Program

In FY 2014 a 1.00 FTE Probation/Parole Officer transferred to another DCJ program and in FY 2015 this program offer adds a new 1.00 FTE Probation/Parole Officer for a net 0.00 FTE impact.



Program #50019 - Adult Forensics Unit

7/3/2014

Department: Community Justice Program Contact: Patrick Schreiner

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) computer forensics laboratory is a unique critical service for community justice agencies throughout the state. DCJ maintains a secure digital evidence laboratory in which forensic examinations of electronic storage devices are analyzed using scientific procedures.

Program Summary

The anonymity provided by the Internet and the ability to effectively hide volumes of information on computers, cell phones and other electronic storage devices leaves officers at a disadvantage. Non-forensic methods of discovery are ineffective and can compromise cases in court. The forensics lab provides scientifically sound technology for the recovery of electronic evidence in a manner that allows supervising officers to determine an offender's activities. This progressive resource significantly enhances public safety and ensures the highest rates of successful outcomes.

Regional police agencies have limited resources for conducting similar examinations in new criminal cases and are rarely able to offer their services to parole and probation agencies that have different requirements for burden of proof and timely results. Officers apply a range of behavioral and demographic assessments to formulate effective supervision plans, but are hampered in their work by the fact that criminal enterprise can occur virtually unseen and undetected through the use of computers and other digital devices.

Oregon and Washington rank very high nationally in the frequency of identity theft. Drugs are bought and sold online, and sex offenders exchange pornography and solicit underage victims through the Internet. Fraud and identity theft are carried out using computers and peer-to-peer networks. Email is used by domestic violence offenders to threaten and intimidate individuals. Portland has also been identified as a major West Coast hub for human trafficking activity.

In the interest of public safety and best practices supervision, the DCJ forensics lab extends its services to all adult and juvenile officers in Multnomah County and to adjacent county community justice partners that lack access to these services. Lab personnel are highly trained and certified in the collection, preservation, analysis and reporting results of forensic examinations and provide Parole/Probation Officers (PPO) with the information they need to effectively supervise offenders and promote public safety. The lab also collaborates with the Northwest Regional Computer Forensics Laboratory.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of gigabytes examined annually	40,373	25,000	30,000	30,000			
Outcome	Number of items examined through forensic analysis	new	new	300	325			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$283,349	\$0	\$284,191	\$0
Materials & Supplies	\$10,819	\$0	\$15,206	\$0
Internal Services	\$19,412	\$0	\$21,488	\$0
Total GF/non-GF	\$313,580	\$0	\$320,885	\$0
Program Total:	\$313,580		\$320),885
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50033 Adult Forensics Unit



Program #50020 - Adult Parole/Post Prison Violation Hearings & Local Control

7/3/2014

Department: Community Justice **Program Contact:** Laura Ritchie

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) is statutorily and legislatively mandated to provide services to local control (LC) and parole offenders in order to carry out the Local Supervisory Authority (LSA) functions. The LC and Hearings units are instrumental in providing all LSA functions including, but not limited to: investigations, issuance of warrants, release planning, parole hearings and active supervision. The cost of the operations of the Mead Building is also budgeted in this program offer.

Program Summary

The LC unit supervises offenders who are sentenced to a prison term of 12 months or less in a local jail. Working with the Sheriff's Office, LC has the legal authority to issue arrest warrants and has jurisdiction over the supervision conditions for these offenders. LC staff develop release plans and monitor offenders with community-based sanctions (such as drug and alcohol treatment programs) upon the completion of their incarceration. LC also provides notification to known victims when an offender leaves jail.

If during supervision, a Parole/Probation Officer (PPO) determines that an offender has violated parole conditions, the PPO submits required written documents and a violation hearing is arranged through the Hearings unit. Hearings Officers (HO) conduct local parole hearings and determine consequences for offenders found in violation of supervision. HOs are able to order jail releases, recommend revocations of offenders and/or make other recommendations that are consistent with evidence-based practices.

The LC and Hearings units are instrumental in holding offenders accountable by providing fair and objective investigations and parole hearings, incarcerating offenders when appropriate and actively supervising offenders. Through collaboration with the Sheriff's Office, the Oregon State Board of Parole, treatment providers, and the community, these units provides effective interventions and helps ensure efficient operations of the local justice system.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Percent of local control clients served in the community	12%	12%	12%	15%			
Outcome	Percent of local control offenders not recidivating one vear post admit	77%	83%	80%	80%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$194,132	\$953,341	\$191,880	\$1,132,806
Contractual Services	\$7,675	\$2,548	\$8,377	\$422,548
Materials & Supplies	\$44,012	\$12,296	\$46,281	\$8,248
Internal Services	\$920,180	\$121,559	\$923,574	\$179,233
Total GF/non-GF	\$1,165,999	\$1,089,744	\$1,170,112	\$1,742,835
Program Total:	\$2,255,743		\$2,91	2,947
Program FTE	3.00	9.00	3.00	11.00

Program Revenues					
Indirect for Dept. Admin	\$90,387	\$0	\$130,598	\$0	
Intergovernmental	\$0	\$1,089,744	\$0	\$1,078,189	
Beginning Working Capital	\$0	\$0	\$0	\$664,646	
Total Revenue	\$90,387	\$1,089,744	\$130,598	\$1,742,835	

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$1,034,622. This is the allocation for the second half of the FY13-15 biennium. There is some flexibility on how funding is allocated; State Board of Parole Hearings fund \$43,567, second half of the biennial funding. State 3194 funding \$664,646: this is the FY15 allocation to DCJ of FY13-15 biennial State 3194 funding to Multnomah County.

Significant Program Changes

Last Year this program was: 50034 Adult Parole/Post Prison Violation Hearings

This program offer adds 2.00 FTE Probation/Parole Officer's in FY 2015, funded by HB 3194.



Program #50021 - Assessment and Referral Center

7/3/2014

Department: Community Justice **Program Contact:** Jay Scroggin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

Almost 4,000 individuals were admitted to the Department of Community Justice (DCJ) during FY 2013. The Assessment and Referral Center (ARC) combines in-custody interviews, intakes (post prison and probation) and specialized services for those released from state and local custody. Enhanced services will reduce duplication of efforts and increase the amount of screenings, referrals, and re-entry services available when an individual is first placed on supervision.

Program Summary

DCJ's strategic plan includes additional and enhanced initial assessments, referrals and re-entry services for individuals sentenced to probation or post-prison supervision. These "up-front" coordinated and immediate services should increase motivation of clients to change and be a contributing factor to reduced criminal activity. For the last six months of FY 2013, a group of DCJ and Information Technology staff have used the equity lens to begin the redesign of processes that support this goal.

The individuals being supervised by DCJ use a standardized tool for assisting staff with predicting the risk of clients reoffending. The ARC staff will perform improved and additional assessments for individuals considered high risk to reoffend to determine which strategies and services are most appropriate to reduce risk. Our hypothesis is that the increase of initial assessments, referrals and re-entry services will reduce re-offending. In addition to paid staff, these services will be increased through the assistance of graduate students.

ARC staff meets with the majority of offenders prior to their release from prison (reach-in visits). This practice reduces the abscond rate for post-prison releases in Multnomah County. Potential risks and strengths are identified during reach-in sessions, allowing for the development of appropriate supervision plans and preparation for potential roadblocks that could impede an offender's successful transition. In addition to state custody, this practice includes some offenders in local jails.

Short- and long-term housing/shelter is provided to 262 high risk and disabled offenders a day using several community contracted agencies. Providing housing to offenders is cost-effective. It costs approximately \$37.37 per day to house an offender in transitional housing, as compared to \$80.00 to \$170.00 per day to keep an offender incarcerated. In addition to housing, ARC staff will facilitate access to a variety of physical and behavioral health services.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Average number of offenders housed monthly	248	220	255	355			
Outcome	Percent of offenders that do not abscond during the first six months from their release from prison	80%	85%	80%	80%			
Outcome	Percent of offenders that are employed during the first six months from their release from prison	6%	10%	8%	8%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$66,433	\$3,488,333	\$229,271	\$3,360,605
Contractual Services	\$1,724,035	\$899,576	\$2,644,168	\$1,091,454
Materials & Supplies	\$1,291	\$92,390	\$12,491	\$67,155
Internal Services	\$19,679	\$505,782	\$21,789	\$475,135
Total GF/non-GF	\$1,811,438	\$4,986,081	\$2,907,719	\$4,994,349
Program Total:	\$6,797,519		\$7,90	2,068
Program FTE	0.51	34.49	2.54	32.96

Program Revenues				
Indirect for Dept. Admin	\$408,210	\$0	\$369,762	\$0
Fees, Permits & Charges	\$0	\$4,475	\$0	\$5,250
Intergovernmental	\$0	\$4,981,606	\$0	\$4,842,381
Beginning Working Capital	\$0	\$0	\$0	\$146,718
Total Revenue	\$408,210	\$4,986,081	\$369,762	\$4,994,349

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$4,672,217 . This is the allocation for the second half of the FY13-15 biennium; Interstate Compact fees from clients \$5,250 per ORS 423.570. This is a one-time-only fee set at \$50 per Board Resolution for clients applying to be supervised in another state; US Dept of Justice JAG Grant \$59,868. Grant ends 9/30/2014, but anticipating grant will be renewed for another year; US Dept of Justice COSA Grant \$110,296. This grant ends 9/30/2015; State 3194 funding \$146,718: this is the FY15 allocation to DCJ of FY13-15 biennial State 3194 funding to Multnomah County.

Significant Program Changes

Last Year this program was: 50035 Assessment and Referral Center

and 50036B Adult Re-entry Resource Center

This program offer reflects a net increase of 0.50 FTE. In FY 2014 a decrease of 1.50 FTE is due to transfers to/from other DCJ programs. In FY 2015 1.00 FTE Probation/Parole Officer and 1.00 FTE Records Technician are added. This offer includes an increased investment in housing as part of recovery support services and reflects State revenue reductions - CJC Byrne grant (REC) ended 9/30/13 and was replaced with 3194 funding ending 6/30/14, resulting in a loss of \$118K in state funding.

\$118,000 loss of State funding Backfilled with \$105,315 from the General Fund



Program #50023A - Adult Field Generic Supervision (Level 1&2)

7/3/2014

Department: Community Justice Program Contact: Truls Neal

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Multnomah County Department of Community Justice (DCJ) Level 1 and 2, High Risk Generic Supervision has been nationally recognized for the use of evidence-based strategies, including the development of a system to identify criminogenic risk factors affiliated with potentially violent offenders. Multnomah County receives a greater number of high risk offenders than any other Oregon county and is still able to produce lower recidivism rates for parole cases.

Program Summary

Level 1 and 2, High Risk Supervision uses research-based strategies to supervise high risk offenders on probation and parole. DCJ utilizes the Level of Service/Case Management Inventory (LS/CMI) and Public Safety Checklist (PSC) assessment tools to measure the risks and needs of adult offenders. The LS/CMI is also a fully functioning case management tool. The LS/CMI provides a summary of the offender's criminogenic and noncriminogenic factors, as well as special responsivity considerations to be deployed during supervision. The PSC provides a quick, objective, validated assessment of the probability an offender will be re-convicted of a felony or re-arrested for a person or property offense based on specific offender characteristics.

DCJ continues to use Effective Practices in Supervision (EPICS) as an evidence-based case management model. With EPICS, Parole/Probation Officers (PPO) follow a structured approach to their interactions with their offenders, allowing PPOs to effectively target the criminogenic needs of high risk offenders. PPOs enforce law-abiding behavior and link offenders to treatment, employment and other services. Supervision is conducted through: a) home and office visits; b) contacts with family; c) correspondence with community members and treatment providers; and d) collaboration with law enforcement agencies.

Adult supervision is an essential component of public safety. Nearly all prison inmates return to their county of sentencing upon release, where they must complete post-prison supervision. The risk of these offenders committing new crimes is reduced when evidence-based supervision is in place and monitored. Having implemented effective supervision practices has enabled Multnomah County to witness a steady decline of recidivism rates over the past ten years.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of level 1 and level 2 adult offenders supervised annually	3444	2350	3450	3500			
Outcome	Percent of offenders that do not recidivate one year post admit	91%	80%	85%	85%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,444,823	\$4,914,331	\$2,568,400	\$5,008,487
Contractual Services	\$9,145	\$242,753	\$10,738	\$250,716
Materials & Supplies	\$14,121	\$121,354	\$14,973	\$122,493
Internal Services	\$889,809	\$601,742	\$908,962	\$572,074
Total GF/non-GF	\$3,357,898	\$5,880,180	\$3,503,073	\$5,953,770
Program Total:	\$9,23	\$9,238,078		6,843
Program FTE	21.46	43.79	22.61	46.77

Program Revenues				
Indirect for Dept. Admin	\$487,728	\$0	\$446,142	\$0
Fees, Permits & Charges	\$0	\$251,784	\$0	\$216,000
Intergovernmental	\$0	\$5,628,396	\$0	\$5,537,770
Other / Miscellaneous	\$205,964	\$0	\$182,250	\$0
Beginning Working Capital	\$0	\$0	\$0	\$200,000
Total Revenue	\$693,692	\$5,880,180	\$628,392	\$5,953,770

Explanation of Revenues

County General Fund plus Circuit Court Jail Assessments \$182,250 which are deposited into the general fund. Revenue is collected by Mult Co. Circuit Court per ORS 137.309. DCJ receives 60% of the monies collected per ORS 137.308. Revenue is trending down since 2005; State Department of Corrections (DOC) \$5,537,770. This is allocation budgeted amount for second half of the FY13-15 biennium. There is some flexibility on how funding is allocated; Probation Supervision fees from clients \$216,000. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status. State 3194 funding \$200,000: this is the FY15 allocation to DCJ of FY13-15 biennial State 3194 funding to Multnomah County.

Significant Program Changes

Last Year this program was: 50037A Adult Field Services-High Risk Generic Supe

and 50039 Adult Programs Unit

This program offer reflects a net increase of 4.13 FTE. A net increase of 2.13 FTE is due to transfers to/from other DCJ programs in FY 2014. In FY 2015 2.00 FTE Probation/Parole Officer's are added, funded by HB 3194.



Program #50023B - Employment Transition Services for African American Males

7/3/2014

Department: Community Justice **Program Contact:** Erika Preuitt

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

High risk African American males on supervision and high risk African American males returning to the work force after incarceration have traditionally experienced difficulty accessing and securing employment in Multnomah County. Historically, during times of high unemployment rates across Oregon, African American males are twice as likely to be unemployed compared to all other males.

Program Summary

This program will address the work force needs of African American offenders who are 18 to 45 years of age and who are under supervision with the Department of Community Justice (DCJ). The provider will use a cognitive behavior therapy approach designed to change the way people think and act.

Cognitive Interventions are a systematic approach that seeks to overcome difficulties by identifying and changing dysfunctional thinking, behavior and emotional responses. This involves helping offenders develop skills for modifying beliefs, identifying distorted thinking, relating to others in different ways, and changing behaviors. The provider will utilize mentors to assist clients with navigating complex systems such as education and employment. Mentoring helps adults establish stable lives by reducing the chaos brought about by poverty, homelessness, underemployment and the effects of incarceration.

Offenders assigned to this program will be selected by Parole/Probation Officers (PPO) who have identified individuals as high risk to re-offend and individuals in need of work force preparation, training and skill development necessary to address employment barriers.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders receiving employment support services	new	new	new	20			
Outcome	Percent of offenders obtaining employment	new	new	new	75%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$51,125	\$0	\$119,249	\$0
Total GF/non-GF	\$51,125	\$0	\$119,249	\$0
Program Total:	\$51	\$51,125 \$119,249		,249
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50037B Employment Transition Services for African



Program #50024 - Adult Mentally III Offender Supervision

7/3/2014

Department: Community Justice Program Contact: Patrick Schreiner

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Mentally III Offender (MIO) unit provides supervision services for probation, parole and post-prison offenders who have been diagnosed with a severe and persistent mental illness. The MIO unit works in collaboration with a variety of community partners including but not limited to the Sheriff's Office, the courts, the Department of County Human Services (DCHS), the Local Public Safety Coordinating Committee (LPSCC), Oregon Department of Corrections (DOC), Portland Police, treatment providers and most community groups that work with this population.

Program Summary

The MIO unit works to divert offenders with severe mental illness from incarceration and hospitalizations by treating them in the community. By providing these offenders with community-based treatment and with supervision from specially trained Parole/Probation Officers (PPOs), the MIO unit preserves community safety and minimizes offender contact with the criminal justice system. The goal of the MIO unit is to reduce recidivism, enhance community safety and to support the mentally ill offender in achieving stabilization and improved functioning.

The MIO unit performs the following:

- 1) Improves access to appropriate services for people with severe mental illness who are at high risk of criminal justice involvement:
- 2) Reduces jail and hospital admissions;
- 3) Assists offenders in achieving a decent quality of life outside of jails, prisons and hospitals;
- 4) Provides ongoing monitoring and surveillance; and
- 5) Reduces substance abuse and illicit drug use.

This program, along with program offer 50010, Adult Offender Mental Health Services, supports public safety by providing supervision and treatment to high and medium risk offenders who require assistance in accessing resources to help them achieve a higher quality of life.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders served annually	290	230	285	285			
	Percent of offenders not recidivating one-year post-admit supervision	76%	82%	80%	80%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$775,325	\$0	\$773,025	\$0
Contractual Services	\$1,500	\$0	\$1,500	\$0
Materials & Supplies	\$1,560	\$0	\$1,560	\$0
Total GF/non-GF	\$778,385	\$0	\$776,085	\$0
Program Total:	\$778	\$778,385		6,085
Program FTE	6.00	0.00	6.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50038 Adult Mentally III Offender Supervision

This program offer reflects adjustments due to Healthcare Transformation - Reducing contracts \$450k while maintaining current service level - investing funds in direct services based on risk and recovery support services such as mentoring, employment, and housing - see offers 50011-15 and 50021-15



Program #50025 - Adult Sex Offender Supervision & Treatment

7/3/2014

Department: Community Justice **Program Contact:** Jay Scroggin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Sex Offender Supervision and Treatment program is a critical public safety function that provides oversight for the comprehensive supervision, treatment and management of approximately 1,000 sex offenders annually living in Multnomah County. The priorities of this unit are to increase community safety, decrease sexual victimization and reduce recidivism. This program achieves these goals through evidence-based supervision strategies combined with sexual offense specific treatment practices.

Program Summary

This program is managed by the Adult Sex Offender Supervision Program Community Justice Manager. Supervision of approximately1000 sex offenders is conducted by certified Sex Offender Specialist Parole/Probation Officers (PPO). High and medium risk offenders are supervised in one of three field offices. In accordance with evidence-based practices, only high and medium risk indigent offenders are eligible for subsidy treatment funds. Sex offenders identified as lower risk to sexually reoffend are assigned to the Sex Offender Reduced Supervision Caseload (program offer 50056) after a period of documented compliance.

This program requires offenders to participate in a comprehensive evaluation, sexual offense specific treatment and ongoing evaluation of risk provided by 25 approved community treatment providers. Polygraph examinations are required for monitoring compliance with treatment expectations and supervision conditions.

This program has a direct impact on community safety and maintains high standards for offender accountability. Research has shown offenders who successfully participate in sexual offense specific treatment are less likely to reoffend than those who fail to participate in treatment (Craig et al., 2003; Hanson et al., 2009; Lovins et al., 2009; McGrath et al., 2003). Sexual and general recidivism rates of treated sex offenders has also been shown to be lower than recidivism rates of untreated sex offenders (Looman et al 2000; Hanson et al 2002). The use of polygraph examinations is invaluable in the management and treatment of sex offenders due to the information gained through the examination process. Furthermore, the use of polygraph examinations is also associated with a decline in recidivism rates (Cole, 2006; Edson et al., 2007; English et al., 2000; Krueger, 2009).

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of adult sex offenders served anually	new	new	1050	1050			
Outcome	Percent of offenders that do not sexually recidivate one vear post exit	95%	95%	95%	95%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,762,166	\$0	\$1,727,476
Contractual Services	\$400,920	\$4,722	\$456,497	\$2,769
Materials & Supplies	\$10,709	\$3,900	\$1,282	\$4,030
Internal Services	\$0	\$201,869	\$0	\$184,354
Total GF/non-GF	\$411,629	\$1,972,657	\$457,779	\$1,918,629
Program Total:	\$2,384,286		\$2,37	6,408
Program FTE	0.00	15.00	0.00	15.50

Program Revenues					
Indirect for Dept. Admin	\$163,621	\$0	\$143,770	\$0	
Fees, Permits & Charges	\$0	\$167,744	\$0	\$144,000	
Intergovernmental	\$0	\$1,804,913	\$0	\$1,774,629	
Total Revenue	\$163,621	\$1,972,657	\$143,770	\$1,918,629	

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$1,753,629. This is the allocation amount for the second half of the FY13-15 biennium. There is some flexibility on how funding is allocated; DOC SVDO \$21,000. The FY 2015 Budget is based upon 3 years of history of supervision days at \$8.72 each; Probation Supervision fees from clients \$144,000. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last Year this program was: 50040 Adult Sex Offender Supervision & Treatment

This program offer reflects a net increase of 0.50 FTE due to transfers to/from other DCJ programs in FY 2014.



Program #50026 - Adult Domestic Violence Supervision

7/3/2014

Department: Community Justice **Program Contact:** Laura Ritchie

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Domestic Violence (DV) unit collaborates with police, District Attorney's Office, courts and treatment agencies to hold offenders accountable and promote offender change. This program supervises approximately 1200 offenders convicted of misdemeanor and felony level offenses. In addition, the DV unit works closely with victims to empower them to make changes that improve their lives as well as the lives of their families. Over the last three years, about nine out of ten offenders supervised by the DV unit have not reoffended.

Program Summary

The DV unit strives to end the cycle of violence by holding offenders accountable for their actions and giving them the opportunity to make long-term positive changes by engaging in appropriate counseling groups (batterer intervention, mental health, etc.). In addition to working with offenders to address behavior change, Parole/Probation Officers (PPO) in the DV unit work closely with victims to develop safety plans that help empower them to break the cycle of domestic violence. DV PPOs regularly attend court to ensure a systematic approach is being utilized in victim safety and offender accountability.

Reducing domestic violence is a priority for Multnomah County. This program increases public safety by holding high risk offenders accountable, promoting victim safety and building strong collaborative efforts with community partners. This program utilizes evidence-based practices including specialized assessment tools and cognitive behavioral intervention programming that is proven to reduce intimate partner violence. Case management strategies provide offenders the opportunity to change by addressing factors which research has shown to reduce criminal behavior (Andrews 1994).

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of DV offenders served yearly	1279	1265	1280	1280			
	Percent of offenders not recidivating one year post admit to supervision	86%	89%	88%	88%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$991,286	\$1,257,197	\$977,182	\$1,176,590
Contractual Services	\$0	\$191,186	\$0	\$194,569
Materials & Supplies	\$2,080	\$15,836	\$2,340	\$14,623
Internal Services	\$139,802	\$166,920	\$143,109	\$147,308
Total GF/non-GF	\$1,133,168	\$1,631,139	\$1,122,631	\$1,533,090
Program Total:	\$2,764,307		\$2,65	5,721
Program FTE	8.34	11.16	8.60	10.90

Program Revenues				
Indirect for Dept. Admin	\$135,293	\$0	\$114,881	\$0
Fees, Permits & Charges	\$0	\$121,489	\$0	\$104,000
Intergovernmental	\$0	\$1,509,650	\$0	\$1,429,090
Total Revenue	\$135,293	\$1,631,139	\$114,881	\$1,533,090

Explanation of Revenues

County General Fund plus Probation Supervision fees from clients \$104,000. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status; State Department of Corrections (DOC) \$1,429,090. This is the allocation amount for the second half of the FY13-15 biennium. There is some flexibility on how funding is allocated.

Significant Program Changes

Last Year this program was: 50041 Adult Domestic Violence Supervision



Program #50027 - Adult Family Supervision Unit

7/3/2014

Department: Community Justice **Program Contact:** Erika Preuitt

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Family Services Unit (FSU) supervises approximately over 400 offenders annually, many (50%) have children under the age of seven. Many offenders supervised by this unit are pregnant women and/or have children involved in the juvenile system. By collaborating with community partners, including the Juvenile Services Division (JSD). FSU protects children and works to break the cycle of cross-generational antisocial behavior and crime.

Program Summary

FSU is a unique program which approaches supervision through a multi-disciplinary team effort. It is comprised of a staff from Child Welfare, Self sufficiency, Health Services, the Department of Corrections and mental health agencies. FSU emphasizes collaboration with other agencies for case planning, resource allocation and efficient service delivery. Integrating supervision, child welfare, the Family Court, benefits assistance, housing, social and health services as well as addiction treatment allows FSU to efficiently address dynamics that place an entire family at risk.

The Family Support project (a community-based component of FSU) reduces recidivism of women through accountability, education and training, prioritization of self sufficiency and child welfare, and through facilitating access to necessary treatment or counseling. FSU supports the County's innovative 'one family/one judge' model, wherein one judge oversees all cases associated with a particular family. In addition, FSU's approach strengthens the family's resistance to future involvement in the criminal justice system. The program successfully defrays long-term child welfare and criminal justice costs associated with inter-generational criminal activity.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders served annually	429	320	400	400			
Outcome	Percent of offenders not recidivating one year post admit to supervision	90%	92%	90%	90%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,417,313	\$22,796	\$1,103,340	\$23,766
Contractual Services	\$35,605	\$2,477	\$35,605	\$2,448
Materials & Supplies	\$10,670	\$0	\$8,639	\$0
Internal Services	\$21,445	\$2,881	\$15,521	\$2,786
Total GF/non-GF	\$1,485,033	\$28,154	\$1,163,105	\$29,000
Program Total: \$1,513,187		3,187	\$1,19	2,105
Program FTE	12.71	0.29	9.71	0.29

Program Revenues				
Indirect for Dept. Admin	\$2,335	\$0	\$2,173	\$0
Fees, Permits & Charges	\$0	\$28,154	\$0	\$29,000
Total Revenue	\$2,335	\$28,154	\$2,173	\$29,000

Explanation of Revenues

County General Fund plus Probation Supervision fees from clients \$29,000. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last Year this program was: 50042 Adult Family Supervision Unit

This program offers reflects a decrease of 3.00 FTE Juvenile Counselor's that transferred to other DCJ programs in FY 2014.



Program #50028 - Adult Day Reporting Center

7/3/2014

Department: Community Justice **Program Contact:** Erika Preuitt

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Day Reporting Center (DRC) is a cost-effective public safety program that holds high risk, violent, mentally ill and drug addicted adult probation and parole violators accountable for their actions. DRC provides intensive case management and counseling, educational and cognitive behavioral skill-based programming through individual sessions and group processes, plus a motivational enhancement group (otherwise known as FOR curriculum - Focus on Re-entry) and employment services.

Program Summary

DRC is a nonresidential sanction and skill building program for adult offenders. DRC is an alternative consequence to jail or other custody sanctions used to address supervision violations. The existence of this program allows jail beds to be available for more serious offenders.

The program works with high and medium risk offenders who have been released from incarceration or who have been sanctioned to the program by their Parole/Probation Officer (PPO) due to supervision violations. Offenders in this program receive services designed to address challenging life circumstances - addiction and mental issues, criminal thinking and attitudes, inadequate work skills and lack of stability and/or pro-social support.

DRC promotes public safety by implementing evidence-based programs which research shows reduces offender arrests, decreases drug use and increases employment (Rhyne and Hamblin 2010). In FY 2013, DRC served over 2,300 clients. PPOs rely on DRC as a non-jail sanction option. When compared to the cost of jail beds, DRC is significantly more cost effective. The daily cost per client in DRC is \$46.52, as compared \$170 per client per day in jail.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of clients served annually	2326	2700	2500	2500			
Outcome	Percent of offenders not recidivating one year post admit to supervision	85%	83%	85%	85%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$166,914	\$1,568,694	\$294,529	\$1,561,785
Contractual Services	\$64,000	\$0	\$64,000	\$0
Materials & Supplies	\$6,299	\$0	\$7,379	\$0
Internal Services	\$8,941	\$0	\$7,406	\$0
Total GF/non-GF	\$246,154	\$1,568,694	\$373,314	\$1,561,785
Program Total:	\$1,81	\$1,814,848		5,099
Program FTE	1.84	15.16	3.09	14.91

Program Revenues				
Other / Miscellaneous	\$246,154	\$0	\$256,500	\$0
Total Revenue	\$246,154	\$0	\$256,500	\$0

Explanation of Revenues

County General Fund plus Circuit Court Jail Assessments \$256,500, which are deposited into the general fund. Revenue is collected by the Mult Co. Circuit Court per ORS 137.309. DCJ receives 60% of the monies collected per ORS 137.308. Revenue is trending down since 2005. Other Funds of \$1,561,785 are County General Fund (provided by Video Lottery funds).

Significant Program Changes

Last Year this program was: 50043 Adult Day Reporting Center

This program offer reflects the increase of 1.00 FTE Community Justice Manager that transferred from another DCJ program in FY 2014.



Program #50029 - Adult Electronic Monitoring

7/3/2014

Department:Community JusticeProgram Contact:Jay ScrogginProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Electronic Monitoring (EM) allows staff to monitor the activities of pre- and post-adjudicated individuals in the community through house arrest, curfew monitoring, alcohol consumption monitoring, or the monitoring of an offender's movement in the community. Utilizing EM and Global Positioning Software (GPS) technology to minimize the movements of offenders within the community has proven to be a reliable, cost-effective way to sanction offenders and reinforce public safety and the safety of victims.

Program Summary

EM enables the County to utilize a restriction other than jail during pre-adjudication and post-conviction. EM allows Parole/Probation Officers (PPO) to know where high risk offenders are located at any given time. This alternative sanction expands supervision sentencing options for judges and creates cost-effective offender management by having the offender pay a portion of the equipment costs (based upon subsidy eligibility). Current data indicate most defendants and offenders on EM complete their obligation successfully. On average, 105 sanctioned individuals are supervised per day on EM, which translates to \$3.5 million in cost avoidance for the County on an annual basis.

This sanction further allows the offender the ability to maintain employment and continue participation in treatment groups. The EM Program provides case management assistance to PPOs by installing the bracelets, monitoring compliance, responding to program violations and maintaining an EM database.

The EM program is a collaborative, systems-oriented project that works closely with PPOs who in turn work with the Courts, the Oregon Board of Parole and Post Prison Supervision and the District Attorney's Office to enhance the success of individuals placed on community supervision.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of offenders served	1207	2100	1500	1600	
Outcome	Number of jail beds saved	37,742	37,000	38,000	39,000	

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$247,852	\$0	\$255,569	\$0
Contractual Services	\$123,695	\$0	\$123,695	\$0
Materials & Supplies	\$780	\$0	\$780	\$0
Total GF/non-GF	\$372,327	\$0	\$380,044	\$0
Program Total:	\$372,327		\$380,044	
Program FTE	3.00	0.00	3.00	0.00

Program Revenues					
Total Revenue	\$0	\$0	\$0	\$0	

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50044 Adult Electronic Monitoring



Program #50030 - Adult Property Crimes Programs (RAIN & START)

7/3/2014

Department:Community JusticeProgram Contact:Truls NealProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Many individuals who commit property crimes are also addicted to alcohol or drugs. In an attempt to decrease additional felony convictions and hold people accountable both the State Department of Corrections and the Oregon Criminal Justice Commission invested monies into comprehensive programming for this population. The funding agencies conduct evaluations of each program and report back to the legislature on the results.

Program Summary

DCJ has received funding for the Recidivism Addiction Intervention Network (RAIN) and the Success Through Accountability, Restitution and Treatment (START) court. These programs were funded through the passage of Measure 57 during 2008 which had limited monies dedicated to alcohol and drug treatment. Both of these programs are multi-disciplinary in nature and the monies have been divided between a variety of stakeholders.

Both the RAIN and START programs require stringent drug testing, supervision and case management services through Parole/Probation Officers (PPO), funding for jail beds or jail transition services, and alcohol and drug treatment. There are specific criteria for selection to each program.

The RAIN program has a staff member from a drug treatment program housed at the DCJ office and there is treatment on demand. PPOs work closely with jail counselors so that offenders sanctioned to jail have program expectations reinforced. DCJ and treatment staff members co-facilitate aftercare groups and individual "check-ups" at the office, even after formal treatment ends. Capacity is 100 offenders per year.

The START Drug Court integrates outpatient treatment with frequent judicial and probation interactions. START imposes swift and sure consequences for program violations, and uses incentives for positive changes. START is a collaborative program between the Courts, MCSO, Metropolitan Public Defenders, District Attorney's Office, Volunteers of America and DCJ. Capacity is 200 offenders per year.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of offenders served yearly	316	265	300	300	
Outcome	Percent of offenders who do not recidivate one year post admit	86%	85%	85%	85%	

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$198,090	\$531,445	\$220,403	\$565,958
Contractual Services	\$0	\$1,067,887	\$4,000	\$943,434
Materials & Supplies	\$1,430	\$40,742	\$2,933	\$66,808
Internal Services	\$0	\$105,179	\$0	\$162,303
Total GF/non-GF	\$199,520	\$1,745,253	\$227,336	\$1,738,503
Program Total:	\$1,944,773		\$1,965,839	
Program FTE	1.85	5.15	1.92	5.95

Program Revenues				
Indirect for Dept. Admin	\$69,752	\$0	\$125,417	\$0
Fees, Permits & Charges	\$0	\$17,499	\$0	\$17,000
Intergovernmental	\$0	\$1,727,754	\$0	\$1,721,503
Total Revenue	\$69,752	\$1,745,253	\$125,417	\$1,738,503

Explanation of Revenues

County General Fund plus State Department of Corrections (DOC) \$707,169. This is the allocation amount for the second half of the FY13-15 biennium. Funding restricted to program that supports Measure 57; State Criminal Justice Commission \$916,380. Award ends 6/30/2015. Probation Supervision fees from clients \$17,000. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status; Bureau of Justice Administration START Court grant \$97,954. Award ends 9/30/2014, assuming renewal through 9/30/16.

Significant Program Changes

Last Year this program was: 50045 Adult Property Crimes Programs (RAIN & START

This program offer reflects an increase of 0.87 FTE that will transfer from other DCJ programs in FY 2015.



Program #50031 - Community Service - Formal Supervision

7/3/2014

Department: Community Justice **Program Contact:** Erika Preuitt

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Adult Community Service Program (CS) provides an effective, cost-efficient sentence / sanction that is available to the Courts and Parole/Probation Officers. CS promotes public safety by engaging corrections clients in a pro-social occupation of their time, as well as teaching pro-social skills and promoting anti-criminal thinking patterns. CS assists clients with their court mandated obligations of community service work and provides sanctioning services to Formal Probation clients.

Program Summary

Community Service provides the courts and Parole/Probation Officers (PPO) with a cost-effective method of holding offenders accountable while providing reparations for the community. Clients are referred to Community Service by the Courts and by PPO's. Courts sentence offenders to community service as a condition of probation and PPO's can sanction offenders to complete community service as a consequence of a supervision violation. Over 100 non-profit community organizations use offenders in this program for non-paid work. Along with being an alternative sanction to jail, CS also provides offenders the chance to give back by improving the livability of the community through the work that is accomplished in this program.

Offenders work in parks and assist non-profit agencies in a variety of projects that benefit the community. DCJ Community Service crews have averaged approximately 75,000 hours of work for the community over the past year. CS also represents a sanctioning option that monitors offenders, holds them accountable and reserves jail beds for the most violent offenders.

The Juvenile Community Service / Project Payback Program provides youth with the ability to fulfill their Court mandated obligation while earning money to pay their ordered restitution. Over the past year, the Juvenile CS Division crews worked approximately 11,076 hours in the community and paid \$66,661 in payments to the Court and individual victims for restitution.

The Multnomah County Juvenile Community Service program has two components: Community Service and Project Payback. Youth work doing landscaping work and litter clean-up in much needed areas. Project Payback gives youth the opportunity to earn money that goes directly to pay owed restitution. Both Community Service and Project Payback provide youth with a pro-social activity while teaching valuable skills in working with hand/power equipment. Youth learn landscaping techniques, tool maintenance, and how to safely and efficiently accomplish tasks.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Annual dollars of unpaid work provided to the community	\$383,614	\$785,000	\$391,300	\$390,000			
Outcome	Percent of offenders on felony supervision who closed with 100% hours worked	72%	15%	62%	70%			

Performance Measures Descriptions

FY14 purchased estimates are low in anticipation of the possible effects of an internal reorganization that did not ultimately impact productivity.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$807,340	\$208,590	\$831,682	\$206,091
Contractual Services	\$9,273	\$93,857	\$9,273	\$95,063
Materials & Supplies	\$42,755	\$0	\$41,881	\$0
Internal Services	\$126,765	\$34,497	\$75,122	\$32,013
Total GF/non-GF	\$986,133	\$336,944	\$957,958	\$333,167
Program Total:	\$1,323,077		\$1,29	1,125
Program FTE	8.08	2.42	8.21	2.29

Program Revenues					
Indirect for Dept. Admin	\$27,949	\$0	\$24,966	\$0	
Fees, Permits & Charges	\$0	\$30,104	\$0	\$25,727	
Intergovernmental	\$0	\$306,840	\$0	\$307,440	
Total Revenue	\$27,949	\$336,944	\$24,966	\$333,167	

Explanation of Revenues

County General Fund plus IGA with City of Portland Water Bureau at \$40,000 per year. Work crews provide scheduled general heavy brushing work on right of ways, roadsides, trails, and COP properties. Current IGA through 6/30/2014, anticipating renewal at same amount; IGA with City of Portland Parks & Recreation \$162,272. Work crews provide scheduled maintenance of Portland Parks, golf courses and other sites. FY 2015 rate is \$461/day; Fees from adult clients \$25,727. Fee charged per ORS 423.570. This is a one time only fee set at \$35 per Board Resolution for clients sentenced to community service of 40 hours or more. IGA with COP Water Bureau through 6/30/2016 to provide youth work crew for outdoor maintenance and landscape services to the Bureau of Water Works at locations throughout the City. IGA is for \$75,000 each fiscal year; IGA with Metro through 6/30/15 for \$30,168 to provide youth work crew through Project Payback for twice weekly litter pick-up. Proceeds used for victim restitution.

Significant Program Changes

Last Year this program was: 50046 Adult Community Service - Formal Supervision

and 50025 Juvenile Community Service & Project Payback



Program #50032 - Adult Community Service - Bench Probation

7/3/2014

Department: Community Justice **Program Contact:** Erika Preuitt

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Adult Community Service program (CS) for Bench Probation assists the courts by providing an effective, cost-efficient sentence/sanction for offenders who are supervised directly by a Judge. CS promotes public safety by engaging corrections clients in a pro-social occupation of their time, as well as teaching pro-social skills and promoting anti-criminal thinking patterns.

Program Summary

CS for Bench Probation provides direct visibility of offenders as they restore the damage done to the community as a result of criminal actions. These offenders do not have a Parole/Probation Officer (PPO) and report directly to the sentencing Judge. In addition to the placement and monitoring of bench probation clients, CS staff work with individuals participating in Project Clean Slate (PCS). PCS converts outstanding financial obligations for minor criminal and/or civil matters into community service work. The CS office interviews PCS participants, assigns them to a community service project, supervises the work, maintains a file for each case and reports back to the Court regarding each participant's compliance.

CS is responsible for coordinating community service work sites at public and non-profit agency locations, supervising each offender's community service and providing offender status reports to the Courts. Over 100 non-profit community organizations use offenders in DCJ's CS program for non-paid work. Along with being an alternative sentence/sanction to jail, CS also provides offenders the chance to give back by improving the livability of the community through the work that is accomplished in this program. In partnership, CS and PCS play an assisting role in clearing outstanding warrants and court obligations that often impede an individual's ability to find stable housing, employment and/or financial assistance.

CS exemplifies cost-efficient cooperation and collaboration between the criminal justice system and public/non-profit agencies by providing a cost savings equivalent to over 10,000 jail bed days per year. Court ordered CS has also generated over \$390,000 of unpaid work benefiting the community in FY 2013.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Annual dollars of unpaid work provided to the community	\$391,004	\$230,000	\$343,000	\$345,000		
Outcome	Number of jail beds saved	10,909	2,500	10,125	10,000		

Performance Measures Descriptions

FY14 purchased estimates are low in anticipation of the possible effects of an internal reorganization that did not ultimately impact productivity.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$253,091	\$0	\$259,423	\$0
Materials & Supplies	\$780	\$0	\$780	\$0
Total GF/non-GF	\$253,871	\$0	\$260,203	\$0
Program Total:	\$253	\$253,871		,203
Program FTE	3.00	0.00	3.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50049 Adult Community Service-Bench Probation



Program #50033 - Adult Londer Learning Center

7/3/2014

Department: Community Justice **Program Contact:** Erika Preuitt

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Londer Learning Center (LLC) promotes public safety by addressing low employability, lack of education and antisocial behaviors of offenders. If unaddressed, these prime risk factors often lead to increased crime, re-incarceration and unpaid restitution to victims. LLC's outcomes earned recognition as a national program model by the US Office of Vocational and Adult Education.

Program Summary

LLC works in collaboration with Parole/Probation Officers (PPO), courts, judges, treatment providers, community colleges and employment agencies. PPOs, courts, and treatment providers annually refer over 750 medium and high risk offenders for instruction in employment skills, GED preparation, career development, college transition courses. Enhanced programming has enabled more adults to access pre-apprenticeship jobs training and community college certificate programs.

More than 70 percent of offenders accessing LLC read below 9th grade levels; 90 percent perform math below 5th grade levels; 42 percent have suspected learning disabilities; and 70 percent suffer from substance abuse and attention deficit disorders. Instruction focuses on academics, pro-social skills, addressing learning challenges and behavioral issues that inhibit an offender's ability to find and maintain employment. Employment courses teach job search techniques and how to overcome criminal history barriers.

LLC facilitates transitional courses for vocations and apprenticeships through close collaboration with Portland Community College, construction trades training and links with Worksource Centers. Instructors at LLC use cognitive behavioral and motivational interviewing techniques to elicit change in offenders.

A large percentage of inmates within Oregon prisons and jails are school dropouts. Criminal behavior is more likely in adults with low levels of education and vocational training. Offenders who receive basic literacy instruction during or after incarceration are less likely to return to prison (Greenberg et al. 2007).

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders served annually	750	950	800	800			
Outcome	Percent of program participants earning a GED	28%	50%	28%	28%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$749,488	\$0	\$753,422
Contractual Services	\$5,400	\$17,642	\$0	\$17,642
Materials & Supplies	\$4,600	\$29,894	\$0	\$30,279
Internal Services	\$0	\$1,714	\$0	\$1,279
Total GF/non-GF	\$10,000	\$798,738	\$0	\$802,622
Program Total:	\$808,738		\$802	2,622
Program FTE	0.00	8.40	0.00	8.40

Program Revenues					
Intergovernmental	\$0	\$30,450	\$0	\$23,080	
Service Charges	\$0	\$25,000	\$0	\$29,344	
Total Revenue	\$0	\$55,450	\$0	\$52,424	

Explanation of Revenues

County General Fund plus DOE PCC Londer \$23,080. Agreement ends 6/30/2014. Anticipating agreement will be extended at the same level of funding for FY 2015; State of Oregon DHS Access to Recovery \$29,344. Agreement ends 6/30/2014. Anticipating agreement will be extended. Estimated revenue based on fee for service reimbursement from the State through the Londer Learning Center client services; Plus other funds of \$750,197 are County General Fund (provided by Video Lottery funds).

Significant Program Changes

Last Year this program was: 50047 Adult Londer Learning Center



Program #50034 - Adult Field Services - Medium Risk Generic Supervision

7/3/2014

Department: Community Justice Program Contact: Patrick Schreiner

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Multnomah County's Level III (Medium) Risk Generic Supervision unit was created due to research which shows that over supervising offenders may increase their likelihood to recidivate. Level III Risk Supervision is designed to supervise offenders at a level that is appropriate to their risk. The primary focus is to construct appropriate supervision strategies by addressing the offenders' dynamic criminogenic risks, needs, and responsivity factors in order to decrease the risk for recidivism.

Program Summary

The Level III Risk Generic Supervision unit supervises approximately 950 offenders annually. Parole/Probation Officers (PPO) tailor supervision methods based upon the needs and risk level of the offender. Supervision may be conducted through: a) home and office visits; b) contacts with family; c) correspondence with community members; d) positive reinforcement principles (when offenders have demonstrated compliance); and e) coordination with law enforcement agencies, as appropriate.

Adult supervision is an essential component of public safety. Nearly all prison inmates return to their county of sentencing upon release, where they must complete post-prison supervision. The risk of these offenders committing new crimes is reduced when evidence-based supervision is in place and monitored. Concurrent with the implementation of evidence-based supervision practices, Multnomah County has experienced a steady decline of recidivism rates over the past ten years.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders served annually	976	930	950	950			
Outcome	Percent of offenders not recidivating one year post admit	96%	90%	90%	90%			

Performance Measures Descriptions

Recidivism is based on new felony convictions.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$790,876	\$66,213	\$536,271	\$72,622
Contractual Services	\$0	\$1,042	\$0	\$1,499
Materials & Supplies	\$4,728	\$0	\$4,869	\$0
Internal Services	\$0	\$7,667	\$0	\$7,879
Total GF/non-GF	\$795,604	\$74,922	\$541,140	\$82,000
Program Total:	\$870	\$870,526		3,140
Program FTE	8.07	0.43	5.29	0.71

Program Revenues					
Indirect for Dept. Admin	\$6,214	\$0	\$6,145	\$0	
Fees, Permits & Charges	\$0	\$74,922	\$0	\$82,000	
Total Revenue	\$6,214	\$74,922	\$6,145	\$82,000	

Explanation of Revenues

County General Fund plus Probation Supervision fees from clients \$82,000. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last Year this program was: 50048 Adult Field Services-Medium Risk Generic Sup

This program offers reflects a decrease of 2.50 FTE that transferred to other DCJ programs in FY 2014.



Program #50035 - Support to Community Court

7/3/2014

Department: Community Justice **Program Contact:** Erika Preuitt

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Community Court is sponsored by the Multnomah County District Attorney's Office. Police Officers cite people accused of misdemeanors and violations directly to Community Court. Most non-violent, non person-to-person misdemeanors and violations are eligible to remain in Community Court for final resolution, which allows for social service referrals, a community service sentence, and dismissal of most charges on the first case.

Program Summary

Community Court is a collaborative program staffed by the District Attorney's Office, the Circuit Court, Multnomah County Human Services, the Department of Community Justice (DCJ), Portland Business Alliance, Oregon Indigent Defense Services, Sheriff's Office, Portland State University and Portland Community College. Community Court is designed to address less serious offenses that negatively impacts livability. Community Court provides real consequences for offenders as well as attempting to meet their social service needs. These offenders do not have a Parole/Probation Officer (PPO), but report directly to the sentencing judge. The Department of Community Justice provides one Corrections Technician (CT) to support Community Court.

Offenders sentenced to Community Court are typically cited on non person-to-person misdemeanors and violations. A typical Community Court sanction includes one to five days of community service and may include a social service mandate as well. Most first-time cases sent through Community Court are dismissed if the defendant successfully completes the Community Court sanction.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of participants referred annually	2912	3000	3000	3000			
Outcome	Annual hours of community service	25,005	26,000	26,000	26,000			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$86,805	\$0	\$87,273	\$0
Materials & Supplies	\$1,860	\$0	\$1,820	\$0
Total GF/non-GF	\$88,665	\$0	\$89,093	\$0
Program Total:	\$88,665		\$89	093
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50050 Support to Community Court



Program #50036 - Adult Domestic Violence Deferred Sentencing

7/3/2014

Department: Community Justice **Program Contact:** Laura Ritchie

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The DV unit strives to end the cycle of violence by holding offenders accountable for their actions and giving them the opportunity to make long-term positive changes by engaging in appropriate counseling groups (batterer intervention, mental health, etc.). In addition to working with offenders to address behavior change, Parole/Probation Officers (PPO) in the DV unit work closely with victims to develop safety plans that help empower them to break the cycle of domestic violence.

Program Summary

Related to program offer 50026, this program offer provides two critical service components to the Domestic Violence (DV) unit:

- 1) First-time domestic violence offenders are placed in the Deferred Sentencing Program (DSP). DSP provides offenders access to services that help address their violent behavior patterns. If an offender successfully completes all requirements of DSP, he/she is not convicted of the initial offense and the case is dismissed.
- 2) DSP refers DV offenders to intervention services for batterers, which helps prevent their behavior from escalating into further contacts with law enforcement and subsequent stays in costly jails.

DV PPOs regularly attend court to ensure a systematic approach is being utilized in victim safety and offender accountability.

Reducing domestic violence is a priority for Multnomah County. This program increases public safety by holding high risk offenders accountable, promoting victim safety and building strong collaborative efforts with community partners. This program utilizes evidence-based practices including specialized assessment tools and cognitive behavioral intervention programming. Case management strategies provide offenders the opportunity to change by addressing factors which research has shown to reduce criminal behavior (Andrews 1994).

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of offenders served annually	100	40	100	100		
Outcome	Percent of offenders that do not recidivate one year post admit	100%	100%	100%	98%		

Performance Measures Descriptions

Recidivism is based on new felony convictions.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$86,805	\$0	\$87,273	\$0
Materials & Supplies	\$260	\$0	\$260	\$0
Total GF/non-GF	\$87,065	\$0	\$87,533	\$0
Program Total:	\$87,065		\$87	533
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50051 Adult Domestic Violence Deferred Sentencing



Program #50037 - Adult Sex Offender Reduced Supervision (SORS)

7/3/2014

Department:Community JusticeProgram Contact:Jay ScrogginProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Sex Offender Reduced Supervision (SORS) caseload provides supervision for sex offenders who have been identified as low risk for sexual reoffense by validated risk assessment tools. A reduced level of supervision is provided to qualifying offenders in order to monitor compliance with sexual offense specific treatment, sex offender registration and special conditions of supervision. This caseload's staff assists with community safety by reducing risk through continued monitoring of the offender's behavior while on supervision.

Program Summary

The SORS caseload is for sex offenders who have been identified as low risk for sexual reoffense. These offenders have shown compliance via:

- 1) Completing a minimum of one year supervision and treatment;
- 2) Passing a full disclosure polygraph (if medically able and if no extenuating circumstances exist);
- 3) Passing a maintenance polygraph within six months prior to their transfer to the SORS caseload; and
- 4) Having a limited sexual and criminal history.

An offender who meets any of the below criteria is excluded from SORS supervision:

- 1) Having an Axis II diagnosis (personality disorder)*;
- 2) Having a score of 6+ on the Static-99 assessment tool;
- 3) Having a primary sexual preference for children or sexual arousal to violence;
- 4) Having emotional identification with children;
- 5) Diagnosis of mental illness or Mentally Retarded Developmentally Disabled (MRDD);
- 6) Having any predatory designation*.
- *May be waived by the manager

In accordance with the Risk/Need/Responsivity model, the SORS program limits the extent of resources invested in low risk offenders and focuses on allocating the majority of resources to high and medium risk sex offenders. One Sex Offender Specialist Parole/Probation Officer (PPO) supervises approximately 140 offenders on the SORS caseload and is required to complete a home visit every six months. The offender is required to submit monthly reports, report in person every six months, successfully complete a maintenance polygraph every six months, participate in sexual offense specific treatment until discharged, and pay supervision and court ordered fees. Offenders are returned to a high risk caseload if there are any indications of status instability or verified behaviors that present an increased risk to the community or victim.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders served annually	142	135	140	140			
	Percent of program participants that do not recidivate one year post admit	100%	100%	100%	100%			

Performance Measures Descriptions

Recidivism is based on new felony convictions.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$131,002	\$0	\$133,829
Materials & Supplies	\$0	\$260	\$0	\$260
Internal Services	\$0	\$14,964	\$0	\$14,254
Total GF/non-GF	\$0	\$146,226	\$0	\$148,343
Program Total:	\$146,226		\$148	,343
Program FTE	0.00	1.00	0.00	1.00

Program Revenues				
Indirect for Dept. Admin	\$12,129	\$0	\$11,116	\$0
Intergovernmental	\$0	\$146,226	\$0	\$148,343
Total Revenue	\$12,129	\$146,226	\$11,116	\$148,343

Explanation of Revenues

State Department of Corrections (DOC) \$148,343. This is the allocation amount for the second half of the FY13-15 biennium. There is some flexibility on how funding is allocated.

Significant Program Changes

Last Year this program was: 50052 Adult Sex Offender Reduced Supervision (SORS



Program #50038 - Adult Generic Reduced Supervision (Casebank)

7/3/2014

Department:Community JusticeProgram Contact:Jay ScrogginProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Level 4 Reduced Supervision Team (RST) is the foundation for evidence-based practices in the Department of Community Justice (DCJ) Adult Services Division (ASD). The RST model provides minimal intrusion into the offender's life, takes care not to bring the offender deeper into the criminal justice system and encourages increased self-sufficiency. Over 2,500 offenders are supervised by RST annually.

Program Summary

Offenders are assessed utilizing risk tools. Those who have the lowest risk to re-offend are routed to RST for supervision. Research shows that providing intense supervision to lower risk offenders is detrimental and causes more harm (Andrews, Bonta and Hoge 1990).

RST is a formal probation/parole/post-prison program that tracks the offender's supervision to completion. The offender is not required to see a Parole/Probation Officer (PPO) but must report any changes in address or employment, any law enforcement contact, and must receive permission to travel outside of Oregon. The offender must complete probation/parole/post-prison conditions. RST monitors new criminal activity and responds with an array of sanctions or redirection, which can include a caseload transfer for more intensive supervision, jail/revocation, electronic monitoring and/or community service.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders served annually	2744	2800	2800	2800			
Outcome	Percent of offenders not recidivating one year post admit to supervision	91%	94%	94%	94%			

Performance Measures Descriptions

Recidivism is based on new felony convictions.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$870,533	\$352,388	\$944,860	\$347,363
Contractual Services	\$2,750	\$19,760	\$2,750	\$17,818
Materials & Supplies	\$15,156	\$0	\$21,805	\$0
Internal Services	\$2,536	\$42,425	\$2,552	\$38,819
Total GF/non-GF	\$890,975	\$414,573	\$971,967	\$404,000
Program Total:	\$1,305,548		\$1,37	5,967
Program FTE	8.49	3.51	9.40	3.60

Program Revenues					
Indirect for Dept. Admin	\$34,387	\$0	\$30,274	\$0	
Fees, Permits & Charges	\$0	\$414,573	\$0	\$404,000	
Other / Miscellaneous	\$247,882	\$0	\$236,250	\$0	
Total Revenue	\$282,269	\$414,573	\$266,524	\$404,000	

Explanation of Revenues

County General Fund plus Circuit Court Jail Assessments \$236,250 which are deposited into the general fund. Revenue is collected by Mult Co. Circuit Court per ORS 137.309. DCJ Receives 60% of the monies collected per ORS 137.308. Revenue is trending down since 2005; Probation Supervision fees from clients \$404,000. Fee charged per ORS 423.570 and set at \$35/month per Board Resolution to offset costs of supervising the probation, parole, post-prison supervision or other supervised status.

Significant Program Changes

Last Year this program was: 50053 Adult Generic Reduced Supervision (Casebank)

This program offer reflects an increase of 1.00 FTE Probation/Parole Officer in FY 2015.



Program #50039A - Monitor Misdemeanor Program

7/3/2014

Department:Community JusticeProgram Contact:Jay ScrogginProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Monitored Misdemeanor Program (MMP) promotes public safety by monitoring over 2,200 adult offenders on bench probation who have 1 or more convictions for Driving Under the Influence of Intoxicants (DUII). MMP staff monitors these cases by tracking each case for police contacts and reporting these contacts to the judge supervising the case. MMP staff also collects offender monitoring fees.

Program Summary

The Monitored Misdemeanor Program (MMP) provides a service to the courts by monitoring police contacts with DUII offenders who are placed on bench probation and have failed to successfully complete the DUII Diversion program or is ineligible for diversion. Fifteen percent of these offenders are high risk multiple DUII offenders participating in the DUII Intensive Supervision Program.

Defendants monitored by MMP are entered into the statewide computer system known as the Law Enforcement Data System (LEDS) following their conviction. Police contact will generate an electronic notification sent to MMP staff directly from law enforcement. A MMP staff member researches the nature of the contact and sends a report to the supervising judge. The report to the judge includes information regarding law enforcement contact that reveals alcohol use, illegal driving or new criminal activity; or when an offender exhibit behaviors as reported by law enforcement which appear to constitute a significant danger to public safety.

The ability of the MMP unit to monitor the activities of offenders allows the courts to effectively supervise these cases and address violations in a timely manner. MMP is instrumental in holding bench probation clients accountable by serving as a connection between law enforcement and the courts.

Performar	nce Measures				
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer
Output	Number of offenders served annually	2000	2200	2200	2200
Outcome	Percent of successful closures	83%	83%	83%	83%

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$240,921	\$0	\$234,724
Contractual Services	\$0	\$4,265	\$0	\$4,392
Materials & Supplies	\$0	\$2,614	\$0	\$2,841
Internal Services	\$0	\$43,852	\$0	\$36,525
Total GF/non-GF	\$0	\$291,652	\$0	\$278,482
Program Total:	\$291	,652	\$278	3,482
Program FTE	0.00	3.00	0.00	3.00

Program Revenues				
Indirect for Dept. Admin	\$24,191	\$0	\$20,868	\$0
Fees, Permits & Charges	\$0	\$291,652	\$0	\$278,482
Total Revenue	\$24,191	\$291,652	\$20,868	\$278,482

Explanation of Revenues

Bench Probation fees \$278,482. Fees are set by and ordered by the Circuit Court as a condition of Probation and payable to DCJ for monitoring of the clients.

Significant Program Changes

Last Year this program was: 50054A Adult Enhanced Bench for DUIL



Program #50039B - Enhanced Monitored Misdemeanor Probation

7/3/2014

Department: Community Justice **Program Contact:** Jay Scroggin

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

The Enhanced Monitored Misdemeanor Probation (EMMP) promotes public safety by monitoring and supervising higher risk adult offenders who are currently placed on bench probation with minimal monitoring. Full capacity of the program is an estimated 1,000 offenders. EMMP staff monitors and supervises these offenders by tracking each case for police contact, new criminal activity, and compliance or violation of key criminogenic and restorative justice conditions. Supervision fees will also be collected.

Program Summary

Enhanced Monitored Misdemeanor Probation (EMMP) will begin as a pilot program with the ability to modify program operations according to regularly scheduled reviews with criminal justice partners. The most common offenses for people placed on bench probation are assaults, menacing, drunk driving, and theft. This program is strongly supported by Multnomah County judges, who currently do not have sufficient staff or supervision programs to respond to all of the offenders currently serving a bench probation.

DCJ's ability to monitor additional offenders will be modeled on the existing Monitored Misdemeanor Probation program that is utilized heavily by the Courts – but is restricted in terms of eligibility to only first and second time drunk driving convictions, and is limited in actual supervision provided. People on EMMP will be able to report compliance issues, maintain current address and contact information, and pay supervision fees electronically. On a regular schedule, compliance will be monitored with regards to special conditions such as treatment, community service, and restitution.

Defendants monitored by EMMP will also be entered into the statewide computer system known as the Law Enforcement Data System (LEDS) following their conviction. Police contact will generate an electronic notification sent to EMMP staff directly from law enforcement. A staff member researches the nature of the contact and depending on the severity of the violation will utilize structured sanctions and/or send a report to the supervising judge. Reports to the court will include information regarding law enforcement contact that reveals new criminal activity; and/or when an offender exhibits behaviors as reported by law enforcement which appear to constitute a significant danger to public safety.

The ability of the EMMP unit to monitor the activities of offenders allows the courts to effectively manage these higher risk offenders and address violations in a timely manner. EMMP is instrumental in holding bench probation clients accountable by serving as a connection between law enforcement, probationers, and the courts; thereby enhancing public safety.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of offenders successfully registered in web supervision tool	new	new	700	1000			
Outcome	Reduction in bench probationers use of jail beds	new	new	150	1825			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$100,000	\$233,076	\$273,406	\$52,170
Contractual Services	\$0	\$75,000	\$0	\$44,115
Materials & Supplies	\$0	\$1,040	\$516	\$524
Internal Services	\$0	\$35,239	\$0	\$10,291
Total GF/non-GF	\$100,000	\$344,355	\$273,922	\$107,100
Program Total:	\$444,355		\$381	,022
Program FTE	0.96	3.04	3.28	0.72

Program Revenues				
Indirect for Dept. Admin	\$28,562	\$0	\$8,025	\$0
Fees, Permits & Charges	\$0	\$344,355	\$0	\$107,100
Total Revenue	\$28,562	\$344,355	\$8,025	\$107,100

Explanation of Revenues

County General Fund plus Bench Probation fees \$107,100. Fees are set by and ordered by the Circuit Court as a condition of Bench Probation and payable to DCJ for monitoring of the clients.

Significant Program Changes

Last Year this program was: 50054B Web Enhanced Bench Probation

This program offer reflects a planned ramp up in services over the course of the year, resulting in a reduction in supervision fee revenue of approximately \$240k from FY 2014's estimate.

\$240,000 loss in fee revenue backfilled with \$172,365 from the General Fund



Program #50040 - Adult Effective Sanctioning Practices

7/3/2014

Department: Community Justice **Program Contact:** Laura Ritchie

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Research has shown offender behavior change requires a balance of supervision, services and sanctions. Sanctions are a part of sound correctional practice. A Vera Institute study dated December 2007 shows alternative sanctions have a greater impact on offender behavior than jail beds alone. Other studies demonstrate Day Reporting Centers, Community Service and other program-based sanctions result in a decrease in recidivism. This program provides Parole/Probation Officers (PPO) an array of less expensive, more effective sanctioning options than incarceration alone.

Program Summary

Sanctions are imposed by PPOs to address supervision violations. Typically, these violations are not new crimes. Sanctions are used to hold offenders accountable and promote offender behavior change. To be effective, a continuum of sanctioning incorporates options ranging from least restrictive to incarceration. A range of options allows the PPO to impose a sanction equal to the severity of the violation.

This program offer will enable DCJ to provide immediate access to the Day Reporting Center (DRC), Community Service (CS) and Electronic Monitoring (EM) for offenders who would otherwise be sanctioned to jail.

Jail beds are the most expensive sanctioning option available for PPOs and have been shown to be the least effective option for changing offender behavior. Because of the high cost, jail beds should remain available for the highest risk offenders who cannot be managed successfully in the community.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Average number of alternative sanctions recommended per month	314	275	300	320			
Outcome	Average number of revocations per month	31	25	30	30			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$951,907	\$0	\$908,010	\$0
Contractual Services	\$182,089	\$0	\$182,089	\$0
Materials & Supplies	\$31,003	\$0	\$28,670	\$0
Total GF/non-GF	\$1,164,999	\$0	\$1,118,769	\$0
Program Total:	\$1,164,999		\$1,11	8,769
Program FTE	10.50	0.00	9.50	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50055 Adult Effective Sanctioning Practices

This program offers reflects a decrease of 1.00 FTE that transferred to other DCJ programs in FY 2014.



Program #50041 - Mental Health Pilot - Supportive Housing

7/3/2014

Department: Community Justice **Program Contact:** Ginger Martin

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

This pilot will provide 20 beds of supportive housing and case management to offenders with mental illness toward the goal of reducing jail admissions. For offenders who are mentally ill and commit low level crimes leading to incarceration, providing housing with treatment and other community services will better address community stability and improve chances for long term change. Repeated jail stays are more costly, may promote instability, and do not result in long term change.

Program Summary

The supportive housing pilot will provide a combination of housing and services intended to help offenders with mental illness live more stable lives and avoid repeated incarceration for low level criminal behavior. Supportive housing is coupled with social services such as: mental health treatment, job training, life skills training, alcohol and drug abuse programs, community support services (e.g., child care, educational programs, social activities), and case management to create stability and to assist offenders with multiple needs receive appropriate community services and treatment.

Research shows that these offenders are likely to have continued contact with the corrections system. The use of supportive housing has been shown to be cost-effective resulting in reductions in the use of shelter, ambulance, police/jail, health care, emergency room, behavior health, and other service costs. For example, a study of homeless people in New York City with serious mental illness found that providing supportive housing to the individuals directly resulted in a 60% decrease in emergency shelter use for clients, as well as decreases in the use of public medical and mental health services, city jails, and state prisons.

According to a 2007 study done by the National Alliance to End Homelessness supportive housing helps tenants increase their incomes, work more, get arrested less, make more progress toward recovery, and become more active, valued and productive members of their communities.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Average number of offenders housed monthly	new	new	new	20			
Outcome	Percent offenders not booked in jail while being housed	new	new	new	95%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$365,000	\$0
Total GF/non-GF	\$0	\$0	\$365,000	\$0
Program Total:	\$0		\$365	,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

General Fund

Significant Program Changes

Last Year this program was:



Program #50050 - Juvenile Services Management

Program Contact: Christina McMahan 7/3/2014

Department: Community Justice

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) Juvenile Services Division (JSD) supervises the highest percentage of highrisk youth on probation in the entire state. Juvenile Services Management (JSM) leads, supports and monitors Delinquency Intervention, Probation, Accountability, Community Engagement, Treatment, and Detention services for delinquent youth 12 -18 years of age, and in the case of probation, youth up to the age of 23.

Program Summary

JSM ensures that JSD protects public safety, provides fair and equitable accountability and delivers cost effective, evidence based services to delinquent youth and their families. JSD is responsible for engaging with the community and collaborating with system partners (e.g., the judiciary, law enforcement, etc) to enhance the coordination and effectiveness of the overall juvenile system. Programs are designed to reduce recidivism as well as the over-representation of youth of color in the juvenile justice system in Multnomah County. Specific oversight responsibilities include:

- 1) PROBATION AND ACCOUNTABILITY SERVICES Coordinates and monitors units devoted to probation supervision, sanctioning, connection to resources, and accountability, including Community Service and Project Payback, a juvenile restitution program, and the Community Monitoring programs.
- 2) CUSTODY SERVICES Responsible for the operations and security of a regional juvenile detention facility. This facility operates 24 hours a day, 7 days a week and serves tri-county youth awaiting subsequent court hearings (including Measure 11 youth), or those serving a sanction.
- 3) PRE-ADJUDICATION, TREATMENT AND COMMUNITY INTERFACE SERVICES Oversees intake/assessment, prevention/intervention, and adjudication. Provides community-based mental health and alcohol and drug services for delinquent youth (including assessments, case planning, care coordination, and individual/family therapy), as well as a residential program. Interfaces with youth-serving community resources and agencies to improve access and integration.
- 4) DETENTION ALTERNATIVES INITIATIVE PROGRAMMING Holds youth accountable and protects public safety through shelter care use, residential placement options, and other detention alternative intervention outlets.
- 5) FAMILY COURT SERVICES Provides mediation, a supervised parenting time program, parent education and child custody evaluations, as well as support to the court in dependency matters and system initiatives.

In addition, JSM manages a position that serves as a liaison to the family court judiciary for community-based programs and agencies, coordinates the efforts of the model court program, advocates and implements best practices, staffs judicial meetings, and partners with the Chief Family Law Judge as a point of contact for foster care and juvenile justice reform.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Percent of youth in county not referred to DCJ on delinquency matters	97.5%	97%	97%	97%			
Outcome	Percent of youth not re-adjudicated/convicted within three years of probation start	76%	70%	72%	75%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,237,399	\$128,744	\$1,205,165	\$160,779
Contractual Services	\$182,845	\$0	\$182,288	\$0
Materials & Supplies	\$138,208	\$18,812	\$127,670	\$18,690
Internal Services	\$60,602	\$7,495	\$60,093	\$17,947
Total GF/non-GF	\$1,619,054	\$155,051	\$1,575,216	\$197,416
Program Total:	\$1,774,105		\$1,77	2,632
Program FTE	9.48	1.02	9.29	1.21

Program Revenues				
Indirect for Dept. Admin	\$4,308	\$0	\$13,747	\$0
Other / Miscellaneous	\$4,744	\$155,051	\$4,187	\$197,416
Total Revenue	\$9,052	\$155,051	\$17,934	\$197,416

Explanation of Revenues

County General Fund plus Juvenile Informal Restitution \$4,187 which is deposited into the general fund. Revenue is collected from the youth and passed-through to the victim for restitution. Budget based on 3 year average; Annie E. Casey Foundation \$197,417. Amount includes annual grant award of \$150,000 plus projected unspent balance that can be carried forward.

Significant Program Changes

Last Year this program was: 50012 Juvenile Services Management



Program #50051 - Juvenile Services Support

7/3/2014

Department: Community Justice **Program Contact:** Tracey Freeman

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Support Services supports Juvenile Services Division's (JSD) Administration, Pre-adjudication, Probation, and Assessment & Treatment for Youth and Families units (ATYF). Support Services staff members perform the following functions: a) maintain accurate records internally and in various statewide data systems; b) provide information and referrals to the public and community partners; c) provide administrative and clerical support to division personnel; d) coordinate payroll, property management and purchasing; and e) provide reception coverage.

Program Summary

Support Services provides office support to Pre-adjudication, Probation and ATYF. Within Support Services, the Child Abuse Unit provides service of summons and petitions according to statutory criteria. Essential functions include: specialized entry and records maintenance in the statewide Juvenile Justice Information System (JJIS), Law Enforcement Data System (LEDS). Support services enters warrants into LEDS; provides law enforcement with field access to juvenile Electronic Probation Records (EPR); maintains juvenile sex offender registration information; performs records checks; processes subpoenas; archiving requests; expunction of juvenile records that meet statutory criteria; Title IV-E claiming, and support related to victim fines and restitution tracking. Support Services also maintains all closed juvenile files; provides public assistance with general inquires; mail distribution; and processes documents, and forms for JSD, and the District Attorney's Office, Department of Human Services and the judiciary per inter-agency agreements.

The Child Abuse Unit partners with Judiciary, the District Attorney's Office, the Department of Human Services and other agencies to ensure legal compliance regarding service of legal documents affecting the outcome of dependency cases and termination of parental rights cases. They provide precise records which are vital to the outcome of individual cases.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of referrals received & processed annually	4421	4200	3500	3500		
Outcome	Number of court orders and dispositions processed	1645	1550	1500	1500		

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$902,071	\$0	\$1,334,168	\$0
Contractual Services	\$12,400	\$0	\$11,511	\$0
Materials & Supplies	\$93,780	\$0	\$105,811	\$0
Internal Services	\$1,024,631	\$0	\$1,053,326	\$0
Total GF/non-GF	\$2,032,882	\$0	\$2,504,816	\$0
Program Total:	\$2,032,882		\$2,50	4,816
Program FTE	11.00	0.00	16.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50013 Juvenile Services Support

This program offer reflects an increase of 5.00 FTE Office Assistant Sr that transferred from other DCJ programs during FY 2014 as part of the reorganization to support staff in the Juvenile Services Division.



Program #50052 - Family Court Services

7/3/2014

Department: Community Justice **Program Contact:** Janice Garceau

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

Exposure to parental conflict and the potential loss of a parent through divorce and separation places children at risk for delinquency, teen pregnancy and poor school performance, all of which can lead to a cycle of dysfunction and offending behavior. Family Court Services (FCS) helps keep children safe, parents healthy, families stable and promotes public safety through services to approximately 1,300 at risk families as they go through separation and divorce.

Program Summary

The Parent Education Program (under FCS) provides divorce and parenting information to over 2,500 Multnomah County parents experiencing the major life transition of separation or divorce. Through parent education, mediation, evaluation, information and referral services, FCS stabilizes families involved with the Family Court and plays a critical role in preventing family dysfunction and juvenile delinquency.

FCS provides child custody mediation to over 1,300 cases a year and conducts approximately 40 child custody evaluations annually to assist families experiencing high levels of conflict. Reducing parental conflict during separation decreases risks for delinquency and teen pregnancy, decreases subsequent litigation and increases children's meaningful contact with both parents (Wallerstein 1998; Emery 2001; Sarkadi et al. 2008).

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Percent of clients satisfied with parent education classes	88%	90%	90%	90%			
Outcome	Percent of custody/parenting time evaluations resulting in settlement	80%	80%	80%	80%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$38,190	\$846,638	\$112,101	\$798,693
Contractual Services	\$0	\$51,699	\$0	\$49,437
Materials & Supplies	\$0	\$34,415	\$0	\$30,462
Internal Services	\$0	\$171,161	\$0	\$156,836
Total GF/non-GF	\$38,190	\$1,103,913	\$112,101	\$1,035,428
Program Total:	\$1,142,103		\$1,14	7,529
Program FTE	0.24	8.31	0.70	7.89

Program Revenues				
Indirect for Dept. Admin	\$91,345	\$0	\$77,392	\$0
Fees, Permits & Charges	\$0	\$959,906	\$0	\$959,900
Intergovernmental	\$0	\$65,143	\$0	\$75,528
Beginning Working Capital	\$0	\$78,864	\$0	\$0
Total Revenue	\$91,345	\$1,103,913	\$77,392	\$1,035,428

Explanation of Revenues

County General Fund plus \$754,900 in state funding appropriation for conciliation and mediation services, Conciliation Fees \$85,000 (\$10 fee), Evaluation Fees \$10,000 (\$1,200 fee, 70% of clients qualify for a waiver), Parent Education Fees \$110,000 (\$55 or \$70 fee). Fees are collected per ORS 205.320 and 107.510 to 107.610, and are set by Board Resolution. Fee revenue is based on history of collections; OR Dept of Justice Grant \$75,528. Grant ends 9/30/15.

Significant Program Changes

Last Year this program was: 50014 Family Court Services

This program offer reflects a net increase of 0.04 FTE. In FY 2015 a Office Assistant 2 is decreased by 0.20 FTE, and Gffice Assistant Sr is increased by 0.20 FTE, and a 0.04 FTE Manager 2 is transferred from another DCJ program offer (refer # 50053-15).

This program offer reflects a reduction of \$78k in state funding for mediation services due to the ending of the availability of beginning working capital anticipated to be fully spent in FY2014.

\$78,000 loss of state funding backfilled with \$73,213 from the General Fund



Program #50053 - Family Court Services - Supervised Parenting Time

7/3/2014

Department: Community Justice **Program Contact:** Janice Garceau

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Family Court Services' Safety First Program helps keep victims of domestic violence and their children safe by providing supervised parenting time and safe exchange services to families impacted by domestic violence. The Safety First Supervised Parenting Time and Safe Exchange Program serves approximately 75 families per year. The Office of Violence against Women (OVW) provides funds to support direct supervision and staff training.

Program Summary

FCS Safety First Program provides supervised visitation and safe exchange services to at least 75 families a year in the tricounty area. Safety First provides a safe place for victims of domestic violence to accommodate children's visits with an offending parent when such has been ordered. The Safe Havens Program accepts community and court referrals and provides free and/or low cost monitored parenting time and safe exchanges for children and families experiencing domestic violence.

Research identifies the period in which a victim leaves a violent relationship as the highest risk period for increased violence or homicide. Research shows that witnessing domestic violence contributes to children demonstrating depression, aggression, anxiety, and school problems. Older child witnesses are more apt to tolerate violence and be involved in violent relationships. In addition, child abuse and domestic violence co-occur at an overall rate of at least 40%, making children in these families doubly at risk. (Bancroft, 2002; Campbell, 2004; National Survey Summary on Children's Exposure to Violence 2010)

The presence of a safe visitation and exchange program in the tri-county area is a critical component of the continuum of services in place in the community to protect victims of domestic violence and interrupt the cycle of children's exposure to violence.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of families served annually	52	100	75	75			
	Number of security incidents during supervised parenting time or exchange	6	4	5	5			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$89,276	\$130,117	\$111,041	\$151,778
Contractual Services	\$5,700	\$43,000	\$33,530	\$25,681
Materials & Supplies	\$260	\$4,064	\$3,515	\$11,800
Internal Services	\$6,542	\$20,198	\$6,696	\$20,118
Total GF/non-GF	\$101,778	\$197,379	\$154,782	\$209,377
Program Total:	\$299,157		\$364	,159
Program FTE	1.00	1.28	1.22	1.09

Program Revenues					
Indirect for Dept. Admin	\$16,371	\$0	\$15,691	\$0	
Intergovernmental	\$0	\$197,379	\$15,000	\$209,377	
Total Revenue	\$16,371	\$197,379	\$30,691	\$209,377	

Explanation of Revenues

County General Fund plus US DOJ OVW Supervised Parenting Grant \$209,337. Grant ends 9/30/2014, but anticipating grant will be renewed for another 2 years. \$15,000 Clackamas County Contribution for security and transportation - based on agreement with grant renewal submittal. Funds will be depositing into the General Fund.

Significant Program Changes

Last Year this program was: 50015 Family Court Services - Supervised Parenting

This program offer reflects a net increase of 0.03 FTE. In FY 2015 a Program Aide is increased by 0.07 FTE and a 0.04 FTE Manager 2 is transferred to another DCJ program offer (refer # 50052-15).



Program #50054A - Juvenile Detention Services - 64 Beds

7/3/2014

Department: Community Justice **Program Contact:** Craig Bachman

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Detention protects the community by holding youth in custody when it has been determined that they are a serious risk to public safety and/or are high risk to not appear for court. In FY 2013, over 1,300 youth were brought to Juvenile Detention for intake screening. This offer funds 48 of the 64 beds required to meet the County's daily detention needs and also provides a 16-bed unit (funded by Morrison Child and Family Services) for youth under the jurisdiction of the Division of Unaccompanied Minor Children Services, Office of Refugee Resettlement (ORR).

Program Summary

The Juvenile Detention facility has a capacity of 191 beds. Of the 64 beds required to meet the County's daily detention needs, 30 beds are contracted and reserved for Clackamas and Washington Counties. The remaining 34 beds hold high risk Multnomah County youth who are NOT appropriate for community placement. Of those 34 beds, a unit of 16 beds must be kept available for female clients.

Funding for the County's 48 beds allows for Intake and Admissions services and housing arrangements for youth who are awaiting a trial, who are parole violators, who have serious probation violations, or who are out-of-state holds awaiting to be returned to their jurisdiction.

The ability to safely detain delinquent youth is mandated by Oregon law and is essential to community protection. Decisions to hold youth are based on the results of a validated detention screening system. This system has saved Multnomah County millions of dollars by safely diverting lower risk youth into less costly community placement alternatives. The ability to house tri-county youth in one facility maximizes the use of space and provides the flexibility needed to structure units according to age and gender.

The additional 16 bed unit is tied to a grant Morrison Child and Family Services received to provide secure shelter for youth under supervision of the Office of Refugee Resettlement. The majority of these youth are from Mexico and Latin American countries and without parents or guardians in the United States. This is a revenue agreement in which DCJ serves as a subcontractor of Morrison.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Average daily population	50	53	48	50		
Outcome	Use of isolation and room confinement per 100 person days of detention	1.0	1.0	1.0	1.0		

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$6,028,071	\$605,913	\$6,127,673	\$642,894
Contractual Services	\$10,682	\$448	\$11,508	\$452
Materials & Supplies	\$258,118	\$248,436	\$269,059	\$300,693
Internal Services	\$817,027	\$96,422	\$848,419	\$132,690
Capital Outlay	\$11,000	\$0	\$11,000	\$0
Total GF/non-GF	\$7,124,898	\$951,219	\$7,267,659	\$1,076,729
Program Total: \$8,076,117		\$8,34	4,388	
Program FTE	57.00	5.50	59.00	5.50

Program Revenues				
Indirect for Dept. Admin	\$78,152	\$0	\$80,084	\$0
Intergovernmental	\$2,793,678	\$166,000	\$3,061,058	\$172,000
Other / Miscellaneous	\$187,300	\$500	\$215,000	\$500
Service Charges	\$153,609	\$784,719	\$153,609	\$904,229
Total Revenue	\$3,212,739	\$951,219	\$3,509,751	\$1,076,729

Explanation of Revenues

County General Fund offset by Cafeteria/Catering Sales to the public \$215,000. FY 2015 amount based on FY 2013 actual adjusted for increasing trend; Detention sub-lease to Washington County \$153,609. Annual amount per current lease agreement thru 2016; Detention Bed IGA with Clackamas County 14+ beds and Washington County 16+ beds plus \$9,000 in transportation fees for a total of \$3,163,256 less \$102,198 allocated to Corrections Health. All deposited into the general fund; Funding from USDA ODE school lunch program for youth in Juvenile detention \$164,000. Anticipating meal count at same level as FY 2013 using FY 2014 rates; USDA ODE Food commodities for youth in Juvenile detention \$8,000, based on the amounts received in the three prior fiscal years; Detention pay phone revenue \$500. DCJ receives 10% commission on pay phone usage. Budgeted at same level as FY 2014; Contract with Morrison Child & Family Service to provide a 16-Bed secure custody unit for placement of youth referred by the Division of Unaccompanied Children's Services (DUCS), Office of Refugee Resettlement (ORR) \$904,229.

Significant Program Changes

Last Year this program was: 50016A Juvenile Detention Services - 64 Beds

This program offer reflects an increase of 2.00 FTE Juvenile Custody Services Specialist in FY 2015 and \$210k in increased funding from Washington County for additional beds and transportation services.



Program #50054B - Juvenile Detention Services - 16 Beds

Program Contact: Craig Bachman

Program Offer Stage: As Adopted

7/3/2014

Community Justice **Department:**

Existing Operating Program

Program Offer Type: Related Programs:

Program Characteristics:

Executive Summary

Juvenile Detention protects the community by holding youth in custody when they have been determined to be a serious risk to public safety and/or are high risk to not appear for court. This offer funds 16 of the 64 beds required to meet the County's daily detention needs.

Program Summary

Of the 64 beds required to meet the County's daily detention needs, 30 beds are contracted and reserved for Clackamas and Washington Counties. The remaining 34 beds hold high risk Multnomah County youth who are NOT appropriate for community placement. Of those 34 beds, a unit of 16 beds must be kept available for female clients.

Funding for this offer's 16 beds allows for Intake and Admissions services and housing arrangements for youth who are awaiting a trial, who are parole violators, who have serious probation violations, or who are out-of-state holds awaiting to be returned to their jurisdiction.

In FY 2013 over 1,300 youth were brought to Juvenile Detention for intake screening. The ability to safely detain delinquent youth is mandated by Oregon law and is essential to community protection. Decisions to hold youth are based on the results of a validated detention screening system developed over the past 15 years. This system has saved Multnomah County millions of dollars by safely diverting lower risk youth into less costly community placement alternatives. The ability to house tri-county youth in one facility maximizes the use of space and provides the flexibility needed to structure units according to age and gender.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Average daily population	14	17	9	10		
Outcome	Use of isolation and room confinement per 100 person days of detention	1.0	1.0	1.0	1.0		

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$654,426	\$0	\$642,201	\$0
Contractual Services	\$500	\$0	\$0	\$0
Materials & Supplies	\$61,664	\$0	\$64,723	\$0
Total GF/non-GF	\$716,590	\$0	\$706,924	\$0
Program Total:	\$716,590		\$706,924	
Program FTE	6.00	0.00	6.00	0.00

Program Revenues					
Total Revenue	\$0	\$0	\$0	\$0	

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50016B Juvenile Detention Services - 16 Beds



Program #50055 - Community Monitoring Program

7/3/2014

Department: Community Justice **Program Contact:** Tracey Freeman

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

One of the key components for supervision of pre-adjudicated, at risk youth is to allow for qualified youth to remain at home or in community placements while awaiting court processing. The Community Monitoring Program (CMP) provides supervision and support while reserving the use of costly detention bed spaces for higher risk youth. The research published by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) shows that detaining low risk offending youth makes it more likely they will re-offend after they return to the community.

Program Summary

This program serves as an immediate sanction for youth who have gone to court and need additional support to assure compliance with probation. This program serves approximately 250 youth annually. CMP is comprised of four levels of supervision. All youth start out being placed on the highest level and are reduced in their level of supervision based on their performance.

While on CMP, each youth must make several daily phone calls to the CMP office for required check-ins. CMP staff conduct face to face visits at home, school and place of employment (referred to as field visits) to assure program compliance and that conditions of release are being followed. Field visits are random and are conducted 7 days a week, 365 days a year. Each youth is reviewed weekly by the team to measure client compliance. The goal of the program is for each youth to comply with the court ordered release conditions and successfully complete the program.

Multnomah County Juvenile Services Division (JSD) is a national model site for Juvenile Detention Alternatives Initiative (JDAI). JDAI's success is dependent on having detention alternative programs which use the least restrictive means for youth who are involved in the court process. Without a range of alternatives to detention, Multnomah County JSD would detain nearly 250 additional youth per year.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of youth served annually	218	230	210	250			
Outcome	Percent of youth who attend their court appearance	94%	95%	95%	95%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$301,823	\$292,346	\$294,823	\$309,796
Internal Services	\$14,225	\$33,327	\$0	\$32,931
Total GF/non-GF	\$316,048	\$325,673	\$294,823	\$342,727
Program Total:	\$641,721		\$637	,550
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$27,013	\$0	\$25,682	\$0
Intergovernmental	\$0	\$325,673	\$0	\$342,727
Total Revenue	\$27,013	\$325,673	\$25,682	\$342,727

Explanation of Revenues

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$302,935. This is the budgeted amount for the second half of the FY13-15 biennium. Title IV-E reimbursement funds, \$39,792 based on FY 2015 projection of allowable activity.

Significant Program Changes

Last Year this program was: 50017 Juvenile Community Detention/Electronic Moni



Program #50056 - Juvenile Shelter & Residential Placements

7/3/2014

Department: Community Justice Program Contact: Christina McMahan

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Juvenile detention alternatives in the form of short-term shelter and residential placements protect the public by safely supervising identified high risk youth in the community. Many of these youth are Latino and African American juvenile offenders. By placing these youth in culturally appropriate placements (short-term shelter care or treatment foster care), the disproportionate confinement of minority youth drops significantly. Juvenile shelter and residential placements additionally save the County significant funding each year while preserving public safety.

Program Summary

Oregon Revised Statute (ORS) 419C.145 defines the circumstances under which a juvenile offender may be placed in custody. A youth having committed a felony crime, accumulated a history of warrants for failure to appear in court, engaged in probation or conditions of release violations, or participated in certain person to person misdemeanors, is eligible for custody. Further stipulated in this statute are mandates that allow these youth to be released to a parent, shelter or other responsible party as long as their release does not endanger the welfare of the community or the youth. In FY 2013, shelter and residential placements served 123 high risk youth 12-18 years old. While in care, these youth attend school, participate in treatment and work with an assigned juvenile probation officer.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of youth served	123	125	125	125			
Outcome	Percent of youth who do not leave the shelter during their stay	77%	75%	75%	80%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$107,707	\$515,317	\$84,215	\$522,909
Internal Services	\$0	\$58,746	\$0	\$55,586
Total GF/non-GF	\$107,707	\$574,063	\$84,215	\$578,495
Program Total:	\$681,770		\$662	2,710
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$47,615	\$0	\$43,349	\$0
Intergovernmental	\$0	\$574,063	\$0	\$578,495
Total Revenue	\$47,615	\$574,063	\$43,349	\$578,495

Explanation of Revenues

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$512,174. This is the budgeted amount for the second half of the FY13-15 biennium. Title IV-E reimbursement funds, \$66,321 based on FY 2015 projection of allowable activity.

Significant Program Changes

Last Year this program was: 50018 Juvenile Shelter & Residential Placements



Program #50057 - Juvenile Intake, Assessment, Intervention & Adjudication (IAIA)

7/3/2014

Department: Community Justice **Program Contact:** Deena Corso

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Intake, Assessment, Intervention and Adjudication (IAIA) carries an average daily caseload of 180 children (under 12) and youth (12-18). Youth who are at imminent risk of becoming chronic juvenile offenders are identified; supervision and services are provided to 300 juvenile offenders annually.

Program Summary

IAIA conducts daily intakes, responds to victim and public inquiries, and administers delinquency risk assessments. IAIA reviews law enforcement reports and facilitates documentation and communication with the District Attorney's Office for charging decisions, provides valuable information and referral services to the public, and facilitates victim services as mandated by Oregon Victims' Rights Law. The District Attorney's Office relies on IAIA to review police reports of divertible misdemeanor and felony cases. Judges rely heavily on IAIA to provide critical information and technical support for daily court docketing and proceedings.

IAIA staff monitor the daily court docket, assist the Juvenile Court with deliquency matters, set court proceedings in motion, and collaborate with Deputy District Attorneys, defense attorneys, State Court Clerk's Office, and Judicial Officers concerning matters of law and court processes including preparation of court reports and recommendations. IAIA staff represent the Juvenile Services Division during these court proceedings.

IAIA administers standardized, comprehensive delinquency risk assessments to identify children and youth who are at the highest risk to reoffend. Children age 13 and under who commit serious acts such as arson and felony assault are assessed and referred to specialized services. Medium risk youth age 12 and older are assessed and held accountable via contracts such as Formal Accountability Agreements (FAA), instead of formal probation. FAA conditions include community service, restitution, and treatment services. IAIA youth who do not comply with agreements or who continue to demonstrate unsafe, illegal behavior can be taken to court and placed on formal probation.

This program offer also provides additional restorative justice principles within school settings. Youth learn how to effectively navigate peer and teacher relationships and resolve conflicts that often lead to suspensions and/or expulsions. These preventative principles contribute to keeping kids engaged in school and away from the slippery slope that leads to the formal justice system.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of youth diverted from juvenile system	961	1000	850	850			
Outcome	Percent of diverted youth not referred for new criminal referral within 12 months	76%	80%	75%	80%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,315,500	\$159,190	\$1,219,222	\$106,056
Contractual Services	\$116,449	\$0	\$137,179	\$0
Materials & Supplies	\$6,482	\$0	\$7,120	\$0
Internal Services	\$0	\$18,148	\$17,458	\$11,274
Total GF/non-GF	\$1,438,431	\$177,338	\$1,380,979	\$117,330
Program Total:	\$1,615,769		\$1,498,309	
Program FTE	12.50	1.50	11.00	1.00

Program Revenues					
Indirect for Dept. Admin	\$14,710	\$0	\$8,792	\$0	
Intergovernmental	\$0	\$177,338	\$0	\$117,330	
Total Revenue	\$14,710	\$177,338	\$8,792	\$117,330	

Explanation of Revenues

County General Fund plus Portland Public Schools Grant \$117,330. Agreement ends 6/30/2014. Anticipating renewal for FY 2015 with 50/50 split of personnel costs, plus indirect.

Significant Program Changes

Last Year this program was: 50019 Juvenile Intake, Assessment, Intervention &

This program offers reflects the decrease of 2.00 FTE Office Assistant Sr that transferred to another DCJ program in FY 2014 as part of the reorganization to support staff in the Juvenile Services Division (refer # 50051-15). This program offer also reflects a decrease in funding from Portland Public Schools of \$60k. This reduction is due to the restoration of the 50/50 cost split of 2.00 FTE from the 75/25 split over the last few years.



Program #50058 - Juvenile Female Probation Services

7/3/2014

Department: Community Justice **Program Contact:** Tracey Freeman

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Female Probation Services (JFPS) promotes public safety by annually supervising about 50 high and medium risk female offenders, ages 12 to 18 years old. JFPS improves public safety by using appropriate gender-specific approaches to hold youth accountable for their actions and prevents them from committing new crimes.

Program Summary

JFPS works in partnership with the youth, family and the community in holding youth accountable while also supporting efforts to repair harm to victims. The mission of JFPS is to provide effective gender-specific case management and programming to medium and high risk adjudicated females. This program acknowledges differences between males and females as it relates to learning, socialization, relationship styles and life experiences. This approach incorporates evidence based intervention techniques that are specific to the needs of this population.

Each female's case is directed by a range of comprehensive risk assessments that review drug abuse, violence, trauma, child sexual exploitation and mental health issues. Juvenile Court Counselors (JCC) meet with the youth and their families in the client's home, school, residential placements and other community settings. JCC's employ Functional Family Probation Services (FFPS), an evidence based case management model that has proven results in reducing recidivism among juvenile offenders.

In addition to implementing FFPS, a JCC monitors compliance with court ordered conditions, progress in treatment, victim restoration, a client's living situation and school attendance/employment. If a youth is not in compliance, the JCC holds the youth accountable and imposes sanctions ranging from community service to detention.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of youth supervised annually	69	50	100	100			
Outcome	Percent of youth who did not penetrate further into the system	100%	85%	95%	95%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$244,665	\$77,340	\$139,261	\$219,634
Contractual Services	\$2,500	\$0	\$2,500	\$5,767
Materials & Supplies	\$3,560	\$0	\$3,690	\$0
Internal Services	\$0	\$7,734	\$0	\$22,757
Total GF/non-GF	\$250,725	\$85,074	\$145,451	\$248,158
Program Total:	\$335,799		\$393	,609
Program FTE	2.30	0.70	1.33	2.17

Program Revenues					
Indirect for Dept. Admin	\$6,063	\$0	\$17,485	\$0	
Intergovernmental	\$0	\$85,074	\$0	\$248,158	
Total Revenue	\$6,063	\$85,074	\$17,485	\$248,158	

Explanation of Revenues

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP Basic) funds \$209,715. This is the budgeted amount for the second half of the FY13-15 biennium. Funding must be allocated to evidence-based programs. Title IV-E reimbursement funds, \$38,443 based on FY 2015 projection of allowable activity.

Significant Program Changes

Last Year this program was: 50020 Juvenile Female Probation Services

This program offer reflects an increase of 0.50 FTE Juvenile Counseling Assistant in FY 2015 - primarily funded with additional Title IV-E funds. This program offer includes the addition of \$38k in Title IV-E funding for FY 2015.



Program #50059 - Juvenile Sex Offender Probation Supervision and Treatment

7/3/2014

Department: Community Justice **Program Contact:** Tracey Freeman

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Juvenile Sex Offender Probation Supervision (JSOPS) protects public safety by holding adolescent sex offenders responsible for their actions. JSOPS serves approximately 100 youth, predominantly males 12-18 years of age. They have appeared before a judge or referee and received special court ordered conditions and sanctions pertaining to their sexual offending behavior. The Court orders these youth to be supervised by JSOPS for a duration that often extends into an offender's early 20s.

Program Summary

JSOPS staff supervise adolescent sex offenders with court ordered conditions. Juvenile Court Counselors (JCC) regularly communicate with schools and law enforcement about the status of these offenders. This offer also includes specialized outpatient treatment services for non-court involved children/youth ages 4 – 18 with sexually acting out behaviors.

This program has three primary goals:

- 1) Youth will not commit new sexual offenses or any other crimes;
- 2) Youth will be in school/training and/or be employed; and
- 3) Youth will be actively engaged in appropriate sex offender treatment.

JCCs employ Functional Family Probation Services (FFPS), an evidence-based case management model that has proven results in reducing recidivism among juvenile offenders. JCCs monitor youth at home, in school, in treatment, and in the community. They collect DNA samples and ensure that youth are photographed and fingerprinted for the Oregon State Police Sex Offender Registry. JCCs meet frequently with assigned youth and use polygraph exams to monitor compliance with court orders, safety plans, probation case plans and sex offender treatment. Services are adjusted and sanctions swiftly imposed when a youth fails to follow conditions of supervision. Evidence-based practices show that juvenile sexual offending is most effectively addressed through supervision, treatment and accountability (Association for the Treatment of Sex Abusers, 2002).

Treatment helps clients learn new skills to prevent sexual acting out, addresses existing trauma issues, assists with developing appropriate social skills, and promotes healthy parenting skills. Interrupting sexual offending behaviors through these services prevents the accumulation of more victims and prevents young people from a life-long entanglement in criminal justice systems. Without access to this type of specific programming, many children/youth will not receive the appropriate treatment they need and would therefore, likely enter more restrictive and more expensive treatment settings within secure facilities.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of youth supervised annually	108	90	90	90			
Outcome	Percent of youth who did not penetrate further into the system	92%	95%	90%	90%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$651,933	\$0	\$366,331	\$141,232
Contractual Services	\$334,313	\$0	\$277,400	\$28,100
Materials & Supplies	\$2,283	\$0	\$1,893	\$0
Internal Services	\$90	\$0	\$24,520	\$18,000
Total GF/non-GF	\$988,619	\$0	\$670,144	\$187,332
Program Total:	\$988,619		\$857	,476
Program FTE	6.00	0.00	3.10	1.40

Program Revenues						
Indirect for Dept. Admin	\$0	\$0	\$14,038	\$0		
Intergovernmental	\$0	\$0	\$0	\$187,332		
Total Revenue	\$0	\$0	\$14,038	\$187,332		

Explanation of Revenues

Title IV-E reimbursement funds, \$187,332 based on FY 2015 projection of allowable activity.

Significant Program Changes

Last Year this program was: 50021 Juvenile Sex Offender Probation Supervision

This program offer reflects a net decrease of 1.50 FTE; 2.00 FTE are due to transfers to other DCJ programs in FY 2014, 0.50 FTE Juvenile Counseling Assistant is added in FY 2015 primarily funded with Title IV-E funds. This program offer includes the addition of \$187k in Title IV-E funding for FY 2015.



Program #50060 - Juvenile East Multnomah Gang Enforcement Team (EMGET)

7/3/2014

Department: Community Justice **Program Contact:** Tracey Freeman

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Gang violence and disproportionate minority contact (DMC) of African American and Latino youth in the justice system are serious issues within Multnomah County. In 2005, the Oregon Legislature established a funding stream to enhance important law enforcement activities in the eastern part of Multnomah County via the East Metro Gang Enforcement Team (EMGET).

Program Summary

In the late 1980s, Multnomah County saw an increase in gang recruitment, drug sales, violence and gang activity. Today, gang activity is not only increasing in Multnomah County, it is spreading. Latino gangs have established themselves east of 122nd street and their high risk activities have increased in recent years.

EMGET includes a partnership between the Gresham Police Department, the Multnomah County Sheriff's Office, and other east county law enforcement agencies. In order to reduce the impact of criminal street gangs on citizens, schools, businesses and neighborhoods of Gresham, Fairview, Troutdale, Wood Village and unincorporated areas of east Multnomah County, the EMGET exercises five major strategies: 1) provides a high level of coordinated law enforcement; 2) locates and identifies individuals affiliated with criminal street gangs; 3) gathers and shares intelligence information related to criminal street gang activity; 4) investigates crimes associated with criminal street gangs; and 5) provides an increased level of police presence in known or suspected ceremonial street gang affected areas.

EMGET conducts monthly, multi-agency, coordinated missions and holds quarterly meetings (open to the public) to release the latest numbers/data related to criminal street gang contacts, weapons seized, arrests of gang members and EMGET cases referred for prosecution.

Performa	nce Measures				
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer
Output	Number of outreach/contacts with suspected gang members/associates	858	1000	1000	1000
Outcome	Number of gang-activity related criminal arrests	233	240	230	200

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$544,771	\$0	\$660,223
Internal Services	\$0	\$10,772	\$0	\$15,449
Total GF/non-GF	\$0	\$555,543	\$0	\$675,672
Program Total:	\$555,543		\$675	5,672
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Intergovernmental	\$0	\$555,543	\$0	\$675,672
Total Revenue	\$0	\$555,543	\$0	\$675,672

Explanation of Revenues

Oregon Youth Authority Gang Transition Services (GTS) funds \$675,672. This is the budgeted amount for the second half of the FY13-15 biennium.

Significant Program Changes

Last Year this program was: 50022 Juvenile East Multnomah Gang Enforcement Tea



Program #50061 - Juvenile High Risk Unit - RISE

7/3/2014

Department: Community Justice **Program Contact:** Tracey Freeman

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Studies have shown that if young people can successfully leave a gang within a year or two of joining, they are likely to avoid a variety of negative life outcomes, including chronic reoffending (Greene and Pranis 2007). The Resource Intervention Services to Empower Unit (RISE) supervises approximately 300 high risk, gang-involved offenders annually. RISE's work promotes public safety by reducing juvenile crime, preventing disproportionate numbers of minority youth from entering a correctional facility, and assisting high risk youth to change their lives.

Program Summary

The Resource Intervention Services to Empower Unit (RISE) provides probation supervision to high risk, gang-involved offenders using strategies that are tailored to each youth's issues, strengths, needs, culture and environmental influences. Public safety requires diverse community collaboration. RISE is an integral member of the Community Healing Initiative (CHI). CHI uses an inter-disciplinary approach to develop and implement plans for positive youth development, family support and community protection. RISE also partners with Police, Adult Parole/Probation Officers (PPO) and the community to gather intelligence that helps dismantle gang activity.

In partnership with the CHI interdisciplinary team, Juvenile Court Counselors (JCC) develops probation case plans establishing enforceable expectations and address victim restitution. Along with holding gang youth accountable through specialized supervision and sanctions, JCC's coordinate treatment (e.g. mental health and drug abuse) and interventions designed to address anti-social behavior. Skill building, mentoring, educational advocacy and the incorporation of positive age appropriate activities are all used to counter gang involvement.

Gang activity continues to be a major concern in Multnomah County. RISE focuses on the highest risk offenders by utilizing Functional Family Probation Services (FFPS), an evidence-based case management model that has proven results in reducing recidivism and promoting accountability among juvenile offenders. Youth have increased success on supervision when family members are actively participating. RISE's use of FFPS increases parent participation in the youth's supervision and participation in treatment. Interventions that take place in this program include: intensive family-based counseling, specialized youth treatment, culturally appropriate services, employment training opportunities, positive peer influences, and community support systems.

This program offer also provides for contracted Intercept Program services, a comprehensive, holistic and intensive array of services provided to the families and medium-to-high risk youth involved in the juvenile justice system as an alternative to or a diversion from out-of-home placement such as foster care, residential treatment centers, or detention.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of youth supervised annually	317	240	300	300			
Outcome	Percent of youth who did not penetrate further into the system	92%	93%	90%	90%			

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$157,066	\$696,127	\$286,573	\$874,684
Contractual Services	\$79,620	\$0	\$79,620	\$36,929
Materials & Supplies	\$9,201	\$1,560	\$9,733	\$1,300
Internal Services	\$37,947	\$76,158	\$19,282	\$95,274
Total GF/non-GF	\$283,834	\$773,845	\$395,208	\$1,008,187
Program Total:	\$1,057,679		\$1,40	3,395
Program FTE	1.46	6.54	2.80	8.20

Program Revenues				
Indirect for Dept. Admin	\$61,463	\$0	\$74,302	\$0
Intergovernmental	\$0	\$773,845	\$0	\$1,008,187
Total Revenue	\$61,463	\$773,845	\$74,302	\$1,008,187

Explanation of Revenues

County General Fund plus Federal Juvenile Accountability Block Grant \$32,977. The grant funds \$65,954, of which 50% goes to the DA. DCJ meets the required 10% CGF match with personnel costs; Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$729,019. This is the budgeted amount for the second half of the FY13-15 biennium. Title IV-E reimbursement funds, \$246,191 based on FY 2015 projection of allowable activity.

Significant Program Changes

Last Year this program was: 50023 Juvenile High Risk Unit - RISE

This program offer reflects a net increase of 3.00 FTE; 2.00 FTE are due to transfers to/from other DCJ programs in FY 2014, 1.00 FTE Juvenile Counseling Assistant is added in FY 2015 primarily funded with Title IV-E funds. This program offer includes the addition of \$247k in Title IV-E funding for FY 2015.



Program #50062 - Juvenile Low Risk Unit

Program Contact: Tracey Freeman 7/3/2014

Community Justice **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Low Risk Unit promotes public safety and accountability by annually supervising over 100 youth, ages 12-18 years old. By appropriately classifying and supervising youth according to risk, low youth can be held accountable for their actions without penetrating further into the Juvenile Justice System. Best practices stipulate the need for low risk youth services to be separate from high risk youth services. The Low Risk caseload focuses on providing access to services and interventions such as community service and project payback.

Program Summary

The low risk caseload works in partnership with the youth, family, and the community in holding youth accountable, supporting efforts to repair harm, assisting the youth in creating a healthy identity, and reconnecting the youth to the community in ways that reduce recidivism and support the youth's success. The low risk caseload is designed for youth who are placed on formal probation but are assessed as low risk according to the Oregon Juvenile Crime Prevention Risk Assessment Tool (OJCP). The OJCP assessment tool measures a youth's risk to re-offend.

In addition to supervising low risk probation youth within the jurisdiction of Multnomah County, this unit also supervises low risk Interstate Compact and courtesy cases from other jurisdictions.

By having a stand-alone caseload specifically designed for low risk youth offenders, the Department of Community Justice (DCJ) can focus on accountability measures for youth such as paying restitution and completing community service. A low risk juvenile unit allows DCJ to appropriately allocate limited resources while ensuring that all youth placed on formal probation receive supervision.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of youth supervised annually	107	80	120	120	
Outcome	Percent of youth who did not penetrate further into the system	100%	99%	99%	99%	

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$106,127	\$0	\$213,398	\$0
Materials & Supplies	\$260	\$0	\$520	\$0
Total GF/non-GF	\$106,387	\$0	\$213,918	\$0
Program Total:	\$106,387		\$213	,918
Program FTE	1.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was: 50024 Juvenile Low Risk Unit

This program offer reflects the increase of 1.00 FTE Juvenile Counselor that transferred from another DCJ program in FY 2014.



Program #50063 - Juvenile Behavioral Rehabilitation (BRS) Assessment & Evaluation

7/3/2014

Department: Community Justice **Program Contact:** Deena Corso

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Behavioral Rehabilitation Services (BRS) Assessment and Evaluation (A&E) Program will be a short term residential program designed to provide temporary structure, stabilization and treatment readiness. The assessment and evaluation program will be able to serve youth who may otherwise be in detention awaiting a community placement. The goal for this program is to provide a safe place where youth can quickly enter and begin receiving services while those working with the youth and family can make longer term plans for the youth.

Program Summary

The BRS A&E program will be a voluntary program for male and female youth, ages 13-17, who require a staff secured, out of home placement for assessment/evaluation, stabilization and transition planning. The average length of stay is estimated to be 45 days, but youth may be enrolled for up to 90 days based on individual needs. Capacity for the program will be 16 youth. This program will be able to serve approximately 80 youth per year. Participants will receive a comprehensive assessment administered by a licensed mental health professional using the evidence-based Global Appraisal of Individual Needs (GAIN) tool, as well as a service plan that will be developed by the Mental Health Consultant, parent (guardian) and the youth.

The service plan will reflect how the program will address the youth's issues, describe anticipated outcomes, and will be reviewed and approved by the youth and the parent/guardian. Additional assessments (alcohol and drug, psychological, psychiatric, psychosexual) may be provided as indicated. The core philosophy of the program is to provide holistic, trauma-informed, client- and family-focused services for young people and their families, engaging youth in an array of services with consideration given to their developmental levels, gender needs, cultural background, community support, parental involvement, and other social support. The program will follow best practices for trauma-informed care and will adopt a model which emphasizes strength-based and cognitive-behavioral interventions. Services will also include individual and group counseling in a culturally responsive environment, skill building, family counseling and parent training.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of youth served	new	new	16	80			
Outcome	Percent of youth who did not have a subsequent criminal referral after treatment exit	new	new	70%	70%			

Performance Measures Descriptions

New program effective April 5, 2014.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$181,991	\$773,646	\$359,639	\$1,031,933
Contractual Services	\$344,856	\$568,196	\$165,912	\$102,291
Materials & Supplies	\$13,863	\$2,653	\$5,228	\$12,660
Internal Services	\$134,589	\$144,199	\$136,133	\$117,797
Total GF/non-GF	\$675,299	\$1,488,694	\$666,912	\$1,264,681
Program Total:	\$2,16	\$2,163,993		1,593
Program FTE	1.02	7.48	3.22	10.28

Program Revenues					
Indirect for Dept. Admin	\$115,051	\$0	\$90,960	\$0	
Intergovernmental	\$0	\$722,048	\$0	\$708,188	
Service Charges	\$0	\$766,646	\$0	\$556,493	
Total Revenue	\$115,051	\$1,488,694	\$90,960	\$1,264,681	

Explanation of Revenues

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP Diversion) funds \$708,188. This is the budgeted amount for the second half of the FY13-15 biennium. Funding must be allocated to evidence-based programs; Behavioral Rehabilitation Services (BRS), a form of Medicaid \$461,637. Estimate based on an anticipated average of 14 beds filled/day @ \$90.34 per bed per day. Department of Human Services funding of \$94,856 based on average of 2 beds filled/day @ \$129.94 per bed per day.

Significant Program Changes

Last Year this program was: 50026 Juvenile Secure Residential A&D Treatment (R

This program offer reflects an increase of 5.00 FTE; 4.00 FTE were added in FY 2014, 1.00 FTE Mental Health Consultant transfers from another DCJ program (refer # 50064-15) in FY 2015. This program offer also reflects the FY 2014 implementation of the redesign of the Residential Alcohol and Drug program to an Assessment and Evaluation program. This redesign resulted in a reduction of BRS revenue offset by reductions in cost and the addition of State Department of Human Services funding.



Program #50064 - Juvenile Assessment & Treatment for Youth & Families (ATYF)

7/3/2014

Department: Community Justice **Program Contact:** Deena Corso

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Assessment and Treatment for Youth and Families (ATYF) is a unique public safety program serving medium and high risk probation youth with substance abuse, mental health and/or behavioral problems who cannot be effectively treated in community-based programs because of severe delinquency. ATYF provides clinical assessments and outpatient treatment to approximately 130 probationers per year. In conjunction with these services, this program also provides mental health care coordination and intervention to over 300 detained youth each year.

Program Summary

ATYF therapists administer an evidence-based clinical assessment, the Global Appraisal of Individual Needs (GAIN) which provides a comprehensive analysis of the youth's risks and needs, including specialized assessment and screening for youth adjudicated for fire setting charges. The therapists also develop and provide clinical recommendations to help the courts with dispositional planning. This increases the likelihood that youth will receive appropriate treatment without compromising community safety.

ATYF therapists provide outpatient individual and family treatment using an evidence-based model, Multidimensional Family Therapy (MDFT). Services are provided in the youth's home, the clinic office, school and other community settings and focus on changing anti-social behaviors and reducing drug and alcohol use. Additionally, ATYF provides two Mental Health Consultants (MHC) for youth held in detention. Many of the youth served by these MHCs exhibit an array of mental health issues that require specialized care. The two MHCs in detention also assess for levels of intensity for youth at risk of suicide. They are essential qualified mental health professionals required to assess and recommend any reduction in a suicide watch or transfer to a hospital upon release from detention.

Research shows that youth with untreated substance abuse issues are nearly ten times more likely to become chronic reoffenders. Delinquent youth who receive substance abuse treatment have fewer re-arrests, convictions and detention visits (Cuellar, Markowitz and Libby 2004). ATYF keeps at-risk youth from reoffending and penetrating deeper into the justice system by linking them to treatment services that change their delinquent thinking and behaviors. The program also completes assessments for the Juvenile Division's Juvenile Behavioral Rehabilitation (BRS) Assessment & Evaluation program and provides the critical service of ongoing in-home and in-school treatment for youth unable to be served in the community because of delinquent and runaway behaviors.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of youth served annually	125	140	130	140		
Outcome	Percent of youth reduced usage or were not using A/D at the end of treatment	new	new	75%	80%		
Outcome	Percent of youth improved problem-solving, self-management, anger management and/or coping skills	new	new	78%	80%		
Outcome	Percent of youth made academic progress and/or improved attendance	new	new	71%	75%		

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$103,003	\$1,184,175	\$78,755	\$957,910
Contractual Services	\$0	\$70,846	\$0	\$48,252
Materials & Supplies	\$16,377	\$9,648	\$0	\$20,908
Internal Services	\$16,208	\$129,284	\$16,159	\$103,220
Total GF/non-GF	\$135,588	\$1,393,953	\$94,915	\$1,130,290
Program Total:	\$1,529,541		\$1,22	5,205
Program FTE	0.92	11.08	0.61	8.39

Program Revenues					
Indirect for Dept. Admin	\$107,774	\$0	\$84,432	\$0	
Intergovernmental	\$0	\$1,270,421	\$0	\$1,027,290	
Service Charges	\$70,000	\$123,532	\$70,000	\$103,000	
Total Revenue	\$177,774	\$1,393,953	\$154,432	\$1,130,290	

Explanation of Revenues

County General Fund plus Oregon Youth Authority Juvenile Crime Prevention (OYA JCP Basic) funds \$624,695. This is the budgeted amount for the second half of the FY13-15 biennium. Funding must be allocated to evidence-based programs; State Youth Development Division funds \$402,595. This assumes the same funding as FY 2014; Medicaid insurance reimbursement for FQHC eligible services from Verity, CareOregon, and DMAP \$103,000. Plus an additional \$70,000 in FQHC wraparound payments that post to the general fund. Revenue based on 3 year average.

Significant Program Changes

Last Year this program was: 50027 Juvenile Assessment & Treatment for Youth &

This program offers reflects a decrease of 3.00 FTE. In FY 2014 1.00 FTE Office Assistant Sr transferred to another DCJ program as part of the reorganization to support staff in the Juvenile Services Division (refer # 50051-15). In FY 2015 1.00 FTE Mental Health Consultant transfers to another DCJ program (refer # 50063-15) and 1.00 FTE Case Manager 2 (vacant) is cut. This position was funded with Title IV-E revenue. Title IV-E funding of \$100k has been reallocated to another program (refer# 50061-15).



Program #50065 - Juvenile Culturally Specific Intervention

7/3/2014

Department: Community Justice **Program Contact:** Tracey Freeman

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Culturally Specific Intervention Services (CSIS) provides culturally specific services to medium and high risk African American and Latino youth and their families through the Community Healing Initiative (CHI). CHI is a family- and community-centered collaboration designed to stop youth and gang violence in Multnomah County by addressing its root causes.

Program Summary

This collaborative paradigm between the County's Department of Community Justice (DCJ), Department of County Human Services (DCHS) and community based providers is a joint system responsibility that entails shared financial resources and investments, shared system outcomes and shared risk. CHI applies supervision/suppression, intervention, and prevention strategies to youth and families who have recent involvement with high risk activities and behaviors relevant to violence/gun violence. This program serves approximately 90 families annually. Within CHI, each family receives a comprehensive assessment and individualized family service plan. Services are tailored to meet a family's individual needs and integrated in a manner that reduces and prevents gang violence.

A network of public safety and social service agencies, and community-based organizations known as The Youth, Family and Community Team build service capacity, promote integrated case management, increase connection to ethnic communities in the metropolitan area, and augment community safety. The Team focuses on sustainability through fostering family and community ownership and empowerment. Team services are evidence-based, culturally specific and family oriented. The family service plans address criminogenic needs that most closely link with recidivism and youth violence.

The goals of CHI are to prevent high risk youth of color from committing new crimes and penetrating further into the justice system. Culturally competent, strength-based programs that are delivered in homes, schools and the community are shown to be most effective with disenfranchised youth. All the work conducted through CHI prevents unnecessary and expensive detainment in correctional facilities.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of African-American and Latino youth served	105	75	100	100			
Outcome	Percent of AA/Latino youth avoided new criminal referrals after entering services	new	new	65%	65%			

Performance Measures Descriptions

Outcome measure was modified this year so the data for 'Current Year Purchased' is not available.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$306,057	\$128,904	\$304,003	\$137,705
Internal Services	\$0	\$14,695	\$0	\$14,638
Total GF/non-GF	\$306,057	\$143,599	\$304,003	\$152,343
Program Total:	\$449,656		\$456	,346
Program FTE	0.00	0.00	0.00	0.00

Program Revenues					
Indirect for Dept. Admin	\$11,911	\$0	\$11,416	\$0	
Intergovernmental	\$0	\$143,599	\$0	\$152,343	
Total Revenue	\$11,911	\$143,599	\$11,416	\$152,343	

Explanation of Revenues

County General Fund plus Oregon Youth Authority Gang Transition Services (OYA GTS) funds \$152,343. This is the budgeted amount for the second half of the FY13-15 biennium.

Significant Program Changes

Last Year this program was: 50028 Juvenile Culturally Specific Intervention



Program #50066 - Juvenile Community Interface Services

7/3/2014

Department: Community Justice **Program Contact:** Deena Corso

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Department of Community Justice (DCJ) Juvenile Services Division (JSD) Community Interface Services seeks to strengthen and improve our connections with community partners. The goal is to improve services to youths and families, restore victims, and reduce recidivism.

Program Summary

Community Interface Services consists of the following:

EDUCATION AND EMPLOYMENT ACCESS COORDINATOR serves as a liaison between JSD and the education and youth workforce development communities. The purpose of this position is to increase school connectivity for justice-involved youth and to improve access to job readiness and employment opportunities.

RESTORATIVE JUSTICE COORDINATOR identifies and implements strategies for increasing restorative opportunities for youth in the juvenile justice system as well as those in the community who have not yet been referred to the system, and works to increase restorative principles in JSD policies and practices.

TREATMENT EXPEDITER serves as the system navigator and liaison between JSD and the Alcohol & Drug and Mental Health treatment programs in the community. This person seeks to improve outcomes for delinquent youth and their families by effectively collaborating with community partners who provide youth services and implementing strategies for ensuring justice-involved youth have access to treatment.

PORTLAND POLICE BUREAU (PPB) JCC is a member of the PPB Youth Services Division (YSD) and joins a team of School Resource Officers (SRO) in their mission to reduce truancy and increase graduation rates in Portland Public Schools. This position works to intervene prior to formal system involvement, and is expected to reduce rates of Disproportionate Minority Contact (DMC).

WRAPAROUND FACILITATOR CASE MANAGER 2 is part of a team responsible for service coordination planning for clients who have emotional, behavioral or substance abuse related needs. This person facilitates communication between the family, natural supports, community resources, involved providers and agencies to provide a more coordinated response and continuity of care.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of youth served in restorative justice services program	new	new	62	108		
Outcome	Number of youth and family connections made in the community for diversion from juvenile system	new	new	140	200		

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$494,903	\$0	\$538,650	\$0
Contractual Services	\$311,825	\$517,532	\$242,351	\$530,944
Materials & Supplies	\$2,248	\$0	\$3,430	\$0
Internal Services	\$4,851	\$58,999	\$13,832	\$56,439
Total GF/non-GF	\$813,827	\$576,531	\$798,263	\$587,383
Program Total:	\$1,390,358		\$1,38	5,646
Program FTE	4.80	0.00	5.00	0.00

Program Revenues					
Indirect for Dept. Admin	\$47,820	\$0	\$44,015	\$0	
Intergovernmental	\$0	\$576,531	\$0	\$587,383	
Total Revenue	\$47,820	\$576,531	\$44,015	\$587,383	

Explanation of Revenues

Title IV-E reimbursement funds, \$466,764 based on FY 2015 projection of allowable activity. Oregon Youth Authority (OYA) Flex Fund Grant \$120,619. This is the budgeted amount for the second half of the FY13-15 biennium;

Significant Program Changes

Last Year this program was: 50029 Juvenile Community Interface Services

and Program Offer 50012B Juvenile Intercept Program

This program offer reflects an increase of 0.20 FTE Program Specialist Sr in FY 2015.

Department Overview

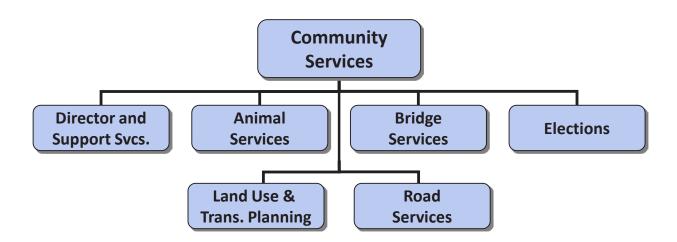
Multnomah County Department of Community Services (DCS) is comprised of a number of unique and essential government services. DCS includes Animal Services; Elections, Land Use and Transportation Planning, Bridge Services, Road Services, Survey Office and Budget and Operations Support.

The common mission of these diverse lines of business is articulated in this very simple Statement of Purpose: "Our mission is making Multnomah County a great place to live and work" by providing the services identified above.

While the goals and desired outcomes of these programs vary in accordance with their unique missions and legal mandates, the DCS Leadership team has articulated a common set of values which we have applied to what we do and how we do it. It is this common understanding and communication of how we behaviorally apply these values to our day to day work that has contributed to the success within each service delivery area. Those values are:

Accountability, Customer Focus, Diversity and Equity, Excellence, Integrity, Respect and Appreciation, Safety, Sustainability and Teamwork. It is the common vision we share in the Department, "DCS: Ahead of the curve...for the services you rely on", that has been the foundation of how we serve the community.

The 200 employees of DCS know public service requires us to stay in tune and abreast of the varied industry and technology best practices and policy changes to which we must adapt. We seize opportunities to implement continued process improvements and innovation and we strive to demonstrate our commitment to provide our residents, partners and stakeholders the very best value for their tax dollars.



Budget Overview

The budget for the Department of Community Services is approximately \$195.3 million. When compared with the FY 2014 adopted budget, General Fund support increases by about \$900,000 to \$13.2 million. Other funds decrease by \$28 million to \$182.1 million. The overall budget decreases by \$27.1 million (12.2%). The number of staffing FTE decreases by 7.80. This FTE change is mainly due to the transfer of staff and maintenance responsibilities for arterial roads within the City of Gresham to Gresham.

Contractual Services and Capital Outlay have decreased by \$27 million. These expenditure categories have decreased by \$5.4 million in the Willamette Bridge Fund and by \$25.1 million in the Sellwood Bridge Fund. The Road Fund has increased by \$2.9 million. These changes are due to the type and stage of projects that are planned for FY 2015. Capital Outlay in the General Fund increases by \$500,000 to upgrade the ballot tally system in the Elections Division.

The following programs are innovative/new and are also partially or entirely funded on a one-time-only basis:

- 91026 Upgraded Ballot Tally System \$500,000.
- 91027 Land Use Comprehensive Plan Update \$586,000. FY 2015 is the first year of a two year process.
- 91028 Upgrade Street Lights on Two Bridges to LED \$174,521.
- 91030 Veterinary Services \$197,316
- 91031 Pedestrian Crossing \$40,000.

Budget Trends		FY 2014	FY 2014	FY 2015	
	FY 2013	Current	Adopted	Adopted	
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	204.25	205.10	205.10	197.30	(7.80)
Personnel Services	\$19,734,967	\$21,463,935	\$21,689,269	\$21,784,079	\$94,810
Contractual Services	86,768,031	34,919,264	43,928,287	36,712,024	(7,216,263)
Materials & Supplies	11,450,236	24,590,031	24,724,941	24,531,730	(193,211)
Debt Service	42,683,149	0	0	0	0
Capital Outlay	4,547,787	80,395,694	132,113,749	112,295,440	(19,818,309)
Total Costs	\$165,184,170	\$161,368,924	\$222,456,246	\$195,323,273	(\$27,132,973)

^{*}Does <u>not</u> include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

The Divisions of DCS have successfully met several significant milestones during FY 2014:

The Sellwood Bridge Replacement Project – construction of the bridge continues on schedule and on budget. The work accomplished this year sets the stage for more visible work leading to the completion of the bridge in two years. Completed tasks include; Drilled shaft foundations for the main river spans, foundations and columns of the new east approach, the west side slope stabilization and Stevens Creek habitat and culvert restoration. In FY 2015 the steel arches for the main river spans will be installed.

Animal Services - Received recognition as third in the nation for its live release rate, the primary mission of Animal Services. The live release rate for dogs is 93% and for cats it is 83%, respectively 3% and 12% increases from last year.

Elections - Special printers will print replacement ballots for voters "on demand". This will eliminate the need to carry a large inventory of blank ballots and will result in an annual savings in ballot printing.

Land Use and Transportation Planning – Implemented a new land use permitting fee structure resulting in higher cost recovery; secured \$7.5M for County transportation projects and additional \$15.2M for other transportation projects through agency partnerships; and implementation of a Solid Waste and Recycling Management program for unincorporated county.

Road Services – Completion of grant funded 238th Dr. hazard elimination project; road design engineering underway for Cornelius Pass Rd., NE Sandy Blvd., NE Arata Rd., NE Wood Village Blvd. Extension; established Fish Barrier Culvert replacement prioritization list.

Bridge Services – established a projects module within Bridge Maintenance section for training for new repair technologies; Bridge Engineering underway for Broadway Painting project, Broadway Rall Wheel replacement and Burnside Repairs.

Ombudsman - implemented new program to investigate citizen complaints of discriminatory, unfair or arbitrary administrative acts and provide policy or procedural recommendations to address the basis of the complaint. The Ombudsman also serves as an Equity Lens facilitator to the Department and also assists in Equity Lens facilitation to other departments.

The most significant challenges faced by DCS continue to be related to infrastructure. Animal Services is in need of a more centrally located adoption facility as well as improvements to the existing facility. Transportation continues to look for ways to fund much needed improvements to the County's system of roads and bridges.

Diversity and Equity

DCS leadership continues efforts to diversify its workforce and institutionalize equity in the delivery and access to its services. Efforts to improve recruitment and selection to maintain a diverse workforce includes targeted recruitment of women and people of color for vacancies which have been historically the most likely to be homogeneous in gender and race. These efforts have resulted in the successful employment of both men and women in non-traditional classifications, i. e., more men in office support and customer service positions and females in engineer and mechanic positions.

The DCS Leadership team continues its strong commitment to the participation and encouragement of DCS staff to engage in the varied county affinity network groups. To promote and support the Dignity and Respect campaign, we created an Equity Summit of employees who are Change Agents for DCS. These Change Agents develop strategies for increasing staff awareness of diversity issues such as establishing a quarterly series of diversity brown bag presentations for DCS staff. To institutionalize equity assessments into program development and delivery, we incorporated Equity and Empowerment Lens principles into assessments of our new Ombudsman and Solid Waste Licensing programs, and applied the equity principles in establishing community advisory groups for Animal Services and Land Use and Transportation Planning initiatives.

The Sellwood Bridge Replacement project continues with significant opportunities to support minority and women owned businesses as well as emerging small businesses. Programs in place for this large project include mentoring, apprenticeship, and divisions of work packages to give these businesses the opportunity to bid successfully on the project.

Budget by Division

Division Name	FY 2015 General Fund	Other Funds	Total Division Cost	Total FTE
DCS Director and Support Services	\$1,390,821	\$1,733,721	\$3,124,542	23.00
Animal Services	6,316,813	2,435,310	8,752,123	53.50
Elections	4,181,304	0	4,181,304	10.00
Land Use and Transportation Planning	1,294,532	13,894,741	15,189,273	11.60
Road Services	40,000	42,942,072	42,982,072	57.80
Bridge Services	<u>0</u>	125,501,220	125,501,220	<u>41.40</u>
Total Community Services	\$13,223,470	\$186,507,063	\$199,730,534	197.30

^{*}Does include cash transfers, contingencies or unappropriated balances.

Director and Support Services

This Division is comprised of three groups; the Director's Office, Human Resources and Business Services.

The Director's Office leads, manages and oversees both the mandated and non-mandated services of the Department. It represents the Chair and the Board in the administration of the Department of Community Services. It provides leadership, management and executive direction to the programs and services within the Department. It is responsible for leading the department in providing cost efficient, quality services that offer good value to County residents while providing a safe work environment for staff and the public.

The Human Resources Team provides direct support to Department Managers and to all current and prospective employees including recruitment and selection services, performance management and consultative services regarding a wide range of management and employee/labor relations issues.

Business Services manages the financial and administrative functions of the operating programs within DCS. This unit performs the essential administrative support operations of the various DCS programs while providing common interpretations of county policy and procedure.

Significant Changes

An Ombudsman position has been eliminated from the FY2015 Director's Office budget. This position was in the FY2014 budget as one-time-only limited duration position to serve in an investigative role for citizen complaints of unfair or arbitrary acts by the Department and if warranted, make procedural or policy recommendations to address the citizen concern. The Ombudsman also supported the Department with Equity Assessments using an Equity Lens for new and existing programs, policies or procedures.

Animal Services Division

The mission of the Animal Services Division is protecting the health, safety and welfare of pets and people in all of Multnomah County. To accomplish this mission, the Division is organized into three service areas:

- 1. Animal Shelter Operations program provides humane shelter and health care 365 days/year for lost, homeless and stray animals that are injured, sick, abandoned, abused or neglected. The program reunites animals with their owners, adopts animals into new homes and provides veterinary medical hospital services.
- 2. Field Services program provides 24 hour/7 days a week public safety emergency response to animals attacking people and animals; 24 hour emergency animal rescue for injured, sick and abused animals; investigation services for animal bite cases, potentially dangerous dog incidents and animal abuse and neglect; enforces city, county and state laws; and, provides education and assistance in resolving neighborhood animal nuisances.
- 3. Client Services and Community Outreach program provides customer service for shelter visitors, phone customers and e-business transactions; administers the county-wide pet licensing program, supervises the division's volunteer and foster programs, web and social media and the Apartment Cat Team (ACT).

Significant Changes

The following describes the significant budget changes that impacted the Division. More information can be found in the program offers.

Two limited duration positions were eliminated from program offer 91007. Two new positions were added in program offer 91007. One new limited duration position was added to coordinate animal rescue and fostering program and one new FTE position was added to provide support to the veterinary medical team. Both positions are funded from dedicated donation revenue.

Animal Services has submitted an innovative/new program offer to hire two FTE in program offer 91030, 1.00 Veterinarian and 1.00 Certified Vet Tech to provide seven-day-a-week veterinary services at the shelter.

fy2015 adopted budget

Elections

The mission of the Elections Division is to uphold a reputation for transparent, accurate, accessible and accountable elections in Multnomah County and maintain the public's confidence and trust in the elections process by running a smooth election. The Elections Division conducts all local, city, county, state and federal elections for the citizens of and all political districts within Multnomah County. It conducts many types of elections; from Water District Commissioner to President of the United States. Local elections include elected boards of directors for schools and special districts as well as local measures. City elections include elected city offices and city measures. County elections are for elected county offices and county measures. State elections include Governor, all statewide offices and state senate and house seats in Multnomah County. Federal elections include Presidential, US Senate and Congressional races.

Conducting elections involves: registering voters; maintaining the statewide voter registration and election management data base (OCVR); maintaining address and district data; checking signatures on city and local candidate/initiative petitions; accepting candidate/measure filings; producing voters' pamphlets; issuing and mailing ballots; managing drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities; counting ballots; and releasing results. For major elections, Elections employs as many as 260 temporary election workers.

Significant Changes

The Elections Division has submitted an innovative/new program offer for \$500,000 to replace the existing ballot counting system. The new system will use digital imaging technology which provides several advantages over the current optical scan system. These advantages include greater throughput and a digitally captured image of every paper ballot.

Land Use and Transportation Planning

The Land Use and Transportation Planning Division is responsible for Land Use Planning, Transportation Planning and Code Compliance as well as implementing the Solid Waste Licensing program for unincorporated areas of the County.

Land Use Planning implements Federal, State, and local policies and laws that preserve the rural farm and timber economy, protect the environment and maintain the quality of life in our unincorporated communities.

Transportation Planning develops and implements strategies to improve all modes of transportation in the County. The program reviews transportation impacts of new development, prepares the Capital Improvement Plan and Program and secures funding for implementing capital improvements as well as education and outreach programs related to Active Transportation.

Code Compliance ensures compliance within land use and transportation right-of-way rules. It is largely complaint driven, emphasizing hand-on work with property owners to achieve voluntary compliance with the respective rules.

The Solid Waste Licensing program licenses service providers for solid waste and recycling in the rural unincorporated areas of the County to meet State and regional requirements.

Significant Changes

Land Use and Transportation Planning program has absorbed the responsibilities of the Solid Waste Licensing program into existing resources for the FY2015 Budget.

During FY 2015 Land Use Planning will begin the process of updating the Comprehensive Plan. This plan identifies land use and transportation planning goals, policies and strategies to protect natural resources and guide development within the unincorporated portions of the County. The effort on this project in FY 2015 will be the first year of a two year process.

Road Services

The Road Services Division manages and preserves the County road infrastructure to provide a safe and reliable transportation system that supports economic and community vitality. The Division is comprised of three service areas, under which a variety of services are performed: Road Services, County Surveyor's Office and distribution of Shared Road Fund Revenues. Within Road Services and the County Surveyor's Office are various sections performing a wide range of services provided to local municipalities, developers, land surveyors and the general public. Services include, but are not limited to: road maintenance, capital planning, capital design, capital construction management, engineering, traffic services, right-of-way acquisitions and permitting, and mandated and non mandated surveying functions performed through the Survey Office.

The Road Services Division fulfills its mandates through cooperative planning with state, local and regional jurisdictions to preserve and improve the transportation system through the building of roads and providing daily maintenance and traffic services that contribute to public safety, environmental protection, livability and water quality. The County Surveyor's Office provides mandated service such as: review surveys submitted for filing by land surveyors, and filing and indexing surveys into the public survey records; maintenance of public survey records and provide research tools to view and provide copies of these public records; and, review and approval of land divisions.

Significant Changes

This past year has shown a mild recovery in terms of Road Fund revenue. This has translated in a very modest increase in the ability to perform some preventative maintenance of our road system. Even with that modest increase however, our condition rating is still in a decline and without increase future revenue, will continue to decline.

A major change occurring in FY 2015 is the termination of an existing maintenance agreement with the City of Gresham. This IGA has been n place for several years with the County aiding the City in performing maintenance (under contract) of arterial roads within the City. Both the City and County agree that it is appropriate for the City to assume full maintenance responsibility effective July 1, 2015. As a result, 9 employee positions will be transferred. The County maintenance team will be able to re-focus on the County road system.

Another change implemented in FY 2015 is the establishment of a Capital fund for correction of fish barriers at roadway culverts. The County's Water Quality program has performed some exemplary work in establishing relationships with partner agencies and has also identified and prioritized fish barrier locations within the County road system. With this capital fund, those full and partial barriers will begin to be corrected.

Bridge Services

The Bridge Services Division is entrusted with operating, preserving and improving the safety and prolonging the life of the County's long term investment in its six Willamette River Bridges. The Willamette River crossings consist of four movable bridges (Hawthorne, Morrison, Burnside, and Broadway) and two fixed structures (Sellwood and Sauvie Island).

The Division is comprised of three service areas; Engineering, Maintenance and Operations.

The Engineering group provides planning, engineering and construction project management for capital projects intended to preserve, rehabilitate or at times replace the bridges.

The Maintenance group is made up of skilled trades who perform the everyday maintenance and preventative maintenance on the bridges. It is their responsibility to ensure the operational reliability of the bridge mechanical, electrical, structural and corrosion protective (paint) systems.

The Operations group is stationed in the operator houses on each of the four drawbridges. Bridge Operators raise and lower the draw spans to allow ships to pass.

Significant Changes

Construction of the Sellwood Bridge will remain fully underway in FY 2015. As a result, the majority of the engineering staff will be primarily engaged with that project. Maintenance and Operations will continue with current workloads.

Work is currently underway for the revision of the Willamette River Bridge 20 Year Capital Needs plan. This plan will serve as the primary source of future project identification.

Other key projects which are underway in FY 2015 are: Broadway Bridge Painting, Broadway Bridge Rall Wheel Repair and Burnside Bridge Miscellaneous Repairs. The projects are all engaged in the design phase and the Broadway Bridge Painting is slated for construction in summer of 2015. The Rall Wheel Repair construction is scheduled for late 2015 and the Burnside Bridge Repairs construction is scheduled for 2016.

Department of Community Services
The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order.

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE			
DCS Director and Support Services								
91000	Director's Office	\$517,120	\$0	\$517,120	2.00			
91001	DCS Human Resources	364,337	0	364,337	3.00			
91002	DCS Business Services	293,498	0	293,498	2.00			
91011	91011 Budget and Operations Support		1,733,721	1,949,588	16.00			
Animal Services								
91005	Animal Services Client Services	1,989,030	1,635,000	3,624,030	20.00			
91006	Animal Services Field Services	1,480,892	35,000	1,515,892	14.00			
91007	Animal Services Animal Care	2,649,575	765,310	3,414,885	17.50			
91030	Veterinary Services	197,316	0	197,316	2.00			
Elections								
91008	Elections	3,681,304	0	3,681,304	10.00			
91026	Upgraded Ballot Tally System	500,000	0	500,000	0.00			
Land Use and Transportation Planning								
91018	Transportation Capital	0	12,812,148	12,812,148	0.00			
91020	Transportation Planning	0	455,556	455,556	3.40			
91021	Land Use Planning	1,294,532	41,037	1,335,569	8.20			
91027	Land Use Comprehensive Plan Update	0	586,000	586,000	0.00			
Road Services								
91012	County Surveyor's Office	0	3,372,138	3,372,138	10.00			
91013	Road Services	0	9,450,940	9,450,940	47.80			
91022	City Supplemental Payments	0	30,118,993	30,118,993	0.00			
91031	Pedestrian Crossing	40,000	0	40,000	0.00			
Bridge Servi	ces							
91015	Bridge Maintenance and Operations	0	3,043,383	3,043,383	22.00			
91016	Bridge Engineering	0	4,713,851	4,713,851	19.40			
91017	Sellwood Replacement Project	0	117,569,464	117,569,464	0.00			
91028	Upgrade Street Lights on Two Bridges to LED	<u>0</u>	<u>174,521</u>	<u>174,521</u>	0.00			
	Total Community Services	\$13,223,470	\$186,507,063	\$199,730,534	197.30			

Community Services

fy2015 adopted budget

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Program #91000 - Director's Office

7/2/2014

Department: Community Services Program Contact: Kim Peoples

Program Contact: Kim Peoples

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs: 91001, 91002, 91005, 91008, 91011, 91012, 91013, 91015, 91016, 91017, 91018, 91020,

Program Characteristics:

Executive Summary

The Department of Community Services (DCS) administers land use and transportation services; animal service programs and facilities; survey of land within the County as prescribed by state and local code; and County election duties as prescribed by State and Federal law. The Director's Office leads, manages and oversees both the mandated and non-mandated services of the Department.

Program Summary

The Director's Office is accountable to the Chair, Board of County Commissioners and the community for leadership and management of Animal Services, Land Use and Transportation Planning, Road and Bridge Services, Elections, and Survey Office for the provision of accessible, cost efficient and quality services. The Director works with Division Managers to establish priorities, strategies and support to accomplish program delivery in alignment with Board policies.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of leadership development training hours per Supervisor	0	35	45	35		
Outcome	Percent of employees receiving an annual evaluation	100%	100%	100%	100%		

Performance Measures Descriptions

Number of training hours DCS provides and supports for Key Leaders (Managers, Supervisors, Leads and emerging leaders) to develop supervisory, management and leadership competencies.

Percent of employees receiving an annual evaluation is the measure associated with the desired outcome of all employees receiving performance feedback from their supervisor.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$434,938	\$0	\$318,398	\$0
Contractual Services	\$30,000	\$0	\$19,000	\$0
Materials & Supplies	\$36,713	\$0	\$34,496	\$0
Internal Services	\$138,482	\$0	\$145,226	\$0
Total GF/non-GF	\$640,133	\$0	\$517,120	\$0
Program Total:	\$640,133		\$517	7 ,120
Program FTE	2.25	0.00	2.00	0.00

Program Revenues					
Other / Miscellaneous	\$433,180	\$0	\$413,720	\$0	
Total Revenue	\$433,180	\$0	\$413,720	\$0	

Explanation of Revenues

The Director's Office is funded by indirect charges to the Road Fund, Bridge Funds and the General Fund.

Significant Program Changes

Last Year this program was: 91000 Director's Office

Last year the Ombudsman was part of the 91000 program offer. Also, this program has decreased by 0.25 FTE due to assignment of a Director's Office employee to the Sellwood Bridge Project.



Program #91001 - DCS Human Resources

7/2/2014

Department: Community Services **Program Contact:** Cynthia Trosino

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs: 91000,91002

Program Characteristics:

Executive Summary

The Department of Community Services (DCS) Human Resources provides direct support to Division Managers, to all current and prospective employees including but not limited to recruitment and selection services, performance management, employee orientation and organizational development, succession planning, and consultative services regarding a wide range of management and employee/labor relations issues.

Program Summary

The program provides a broad range of services for both Division Managers and employees regarding human resources and labor relations issues.

- a) The DCS Human Resources staff consults and advises management and employees on interpreting and applying the County's HR performance planning, personnel rules, policies and procedures, collective bargaining and labor agreements, and other applicable laws and regulations governing public sector employment.
- b) The unit provides DCS managers with additional support in the form of recruitment and retention services; performance management consultation; discipline and grievance processing and dispute resolution.
- c) The team provides recruitment and selection services; administers the department's FMLA and OFLA record keeping; maintains its personnel records and provides an essential liaison relationship with Central HR/Labor Relations.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Average days to fill recruitment	74	60	56	45			
Outcome	Employee satisfaction in orientation to the department as a whole in the first 30 days	100%	100%	100%	100%			

Performance Measures Descriptions

Average days to fill recruitment from requisition receipt to job offer accepted from candidate. Goal is 60 days (industry standard in 81 days).

New employee satisfaction with our orientation process for the department, division and work section measures our success in acclimatizing new employees to the workplace during the critical first month.

Three collective bargaining agreements; federal, state, county and department regulations covering compensation, disciplinary action and work schedules.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$298,453	\$0	\$363,337	\$0
Materials & Supplies	\$2,500	\$0	\$1,000	\$0
Total GF/non-GF	\$300,953	\$0	\$364,337	\$0
Program Total:	\$300,953		\$364	,337
Program FTE	2.00	0.00	3.00	0.00

Program Revenues					
Other / Miscellaneous	\$0	\$0	\$37,528	\$0	
Total Revenue	\$0	\$0	\$37,528	\$0	

Explanation of Revenues

Revenue shown is derived from Other Internal transfer of dollars from dedicated funds within the department to fund the new Human Resource Technician position.

Significant Program Changes

Last Year this program was: 91001 DCS Human Resources

One new FTE has been added to Program Offer #91001 to improve customer service. The new position is funded within existing resources.



Program #91002 - DCS Business Services

7/2/2014

Department:Community ServicesProgram Contact:Gerald ElliottProgram Offer Type:AdministrationProgram Offer Stage:As Adopted

Related Programs: 91000, 91001, 91011, 91017, 91018

Program Characteristics:

Executive Summary

This work unit manages the business services function of DCS and provides direct support to the Department Director.

Program Summary

This work unit manages the financial and administrative functions of the operating programs within the Department of Community Services. These operating areas include Animal Services, Elections, Survey, Maintenance, Road and Bridge Services, Land Use and Transportation Planning and the Ombudsman. It directly supervises Budget and Operations Support which performs the following functions: records management, contract administration, grant accounting, cost accounting, accounts payable and receivables, warehouse operations, payroll and personnel maintenance, preparation of legal records for litigation, in addition to the reception and clerical functions typically associated with these positions. This unit performs the essential administrative support operations of the various DCS programs while providing common interpretations of County policy and procedure through its administrative and fiscal services. This allows other program areas to remain focused on delivering their core program services.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Total Dollars Spent by DCS	\$176M	\$216M	\$140M	\$196M	
Outcome	Percentage of Invoices Paid on Time	89%	90%	90%	90%	

Performance Measures Descriptions

Total dollars spent by DCS provides a general measurement of activity level of Business Services. The fluctuations in dollar values from year to year are primarily a function of Transportation capital projects.

Invoices paid on time is the percentage of invoices paid within 30 days of the invoice date and measures the effectiveness of the accounts payable process.

ORS 294 - County and Municipal Financial Administration rules and Regulations

ORS 366.739-774 - State Highways and State Highway Fund Allocations to Counties and Cities

ORS 368.051 – Accounting for County Road Work

Government Accounting Standards Board (GASB)

Generally Accepted Accounting Principles (US GAAP)

Oregon OSHA Regulations – Rules for Worker Safety

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$293,292	\$0	\$292,838	\$0
Materials & Supplies	\$660	\$0	\$660	\$0
Total GF/non-GF	\$293,952	\$0	\$293,498	\$0
Program Total:	\$293,952		\$293	3,498
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

This program supports all Department of Community Services programs and does not receive revenue directly. A portion of the expenses of this group are allocated to other Community Services programs through indirect rates.

Significant Program Changes

Last Year this program was: 91002 DCS Business Services



Program #91005 - Animal Services Client Services

7/2/2014

Department: Community Services **Program Contact:** Mike Oswald

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91006, 91007

Program Characteristics:

Executive Summary

The Client Services and Community Outreach program provides customer service for shelter visitors and phone customers, and provides community-focused programs. Key service areas include: staffing the Division's call center; managing the County-wide pet licensing program; supervision of over 250 active volunteers; web and social media engagement, Community Advisory Committee, and spay-neuter services for low income cat owners through the ACT Program (Apartment Cat Team). The program processes approximately \$1.8 million annually in revenue.

Program Summary

The Client Support and Community Outreach program delivers the following services: 1) Phone services provide information, assistance and referral for 50,000 annual phone customers. Regular business phone lines are staffed four days a week, providing 30 hours of service each week; 2) Visitor services assist the 90,000 walk-in customers that visit the shelter each year processing all transactions for animal intake, animal adoptions, lost and found reports, calls for field services, owners reclaiming animals, pet licensing, and general information and referral; 3) Pet licensing services process all pet licensing and animal facility licensing, including license sales and renewals through the mail, license sales by business partners in the community, e-business sales, database entry, billing and collection system for notices of infraction, deferred payment and NSF checks; 4) The Volunteer Program provides recruitment, selection, training and supervision for citizens and organizations who volunteer to assist in the delivery of services. Volunteers assist with animal care, foster shelter animals, and participate in adoption outreach and community events; and, 5) Community Outreach provides web/social media services , ACT program, Neighborhood Cat Adoption Partner program, and Community Advisory Committee.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Pet Licenses Processed	95,355	98,000	96,000	96,000	
Outcome	Number of Volunteers expressed in FTE	25.30	25.00	25.00	25.00	
Output	ACT Spay-Neuter Surgeries	327	600	360	360	
Outcome	Private Donations (dollars)	\$229,860	\$120,000	\$200,000	\$143,000	

Performance Measures Descriptions

Pet licenses processed is a workload measure. Volunteers expressed in FTE (full-time equivalent) measures the hours that volunteers commit to Animal Services. The Volunteer program participation is growing. ACT Spay-Neuter Surgeries is a measure of community members helped by the ACT Programs outreach activities - calculated on the calendar year. Private donations track donations received from individuals, foundations, and businesses. The higher donation revenue in FY13 and FY14 are due to unanticipated large individual donations.

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund. Multnomah County Code Chapter 13 provides local regulations for animal ownership.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,669,091	\$0	\$1,691,880	\$0
Contractual Services	\$55,142	\$0	\$72,408	\$0
Materials & Supplies	\$74,700	\$0	\$80,185	\$0
Internal Services	\$148,459	\$0	\$144,557	\$0
Cash Transfers	\$0	\$1,660,000	\$0	\$1,635,000
Total GF/non-GF	\$1,947,392	\$1,660,000	\$1,989,030	\$1,635,000
Program Total:	\$3,60	\$3,607,392		4,030
Program FTE	20.00	0.00	20.00	0.00

Program Revenues				
Fees, Permits & Charges	\$0	\$1,625,000	\$0	\$1,600,000
Financing Sources	\$1,660,000	\$0	\$1,635,000	\$0
Service Charges	\$0	\$35,000	\$0	\$35,000
Total Revenue	\$1,660,000	\$1,660,000	\$1,635,000	\$1,635,000

Explanation of Revenues

Dog License revenue: 49,000 licenses issued @ \$25.00/license = \$1,225,000. Cat License revenue: 30,000 licenses issued @ \$12/license = \$360,000. 150 Animal Facility licenses x \$100 = \$15,000. Total Licensing revenue = \$1,600,000. Animal Adoption revenue: 1,670 adoptions x \$21/average adoption = \$35,000.

In the General Fund, the \$1,635,000 revenue represents the cash transfer from the Animal Services Fund to the General Fund. It includes revenue from the sources described above.

Significant Program Changes

Last Year this program was: 91005 Animal Services Client Services



Program #91006 - Animal Services Field Services

7/2/2014

Department: Community Services **Program Contact:** Mike Oswald

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91005, 91007

Program Characteristics:

Executive Summary

The Field Services program provides 24 hr public safety emergency response to calls concerning animals attacking and injuring people, and animals; 24 hr emergency animal rescue for injured, sick and abused animals; investigation services for animal bite cases, and animal abuse and neglect cases; enforce city, county and state laws; and provides community education and assistance in helping resolve neighborhood animal nuisances. Service is provided to the community 7 days a week. This program serves all cities and unincorporated areas in Multnomah County, including the City of Portland.

Program Summary

The Field Services program delivers the following services: 1) Emergency public safety protection: respond to calls on dangerous dog attacks injuring people and other animals. 2) Emergency animal rescue: respond and rescue injured, sick, abused and neglected animals. 3) Public health protection: investigate reports of animal bites, quarantine animals for rabies and enforce state rabies laws. 4) Animal welfare protection: investigate cases of animal neglect, abuse and abandonment; dog fighting; and, ensure humane standards of animal care in licensed animal facilities. Team with law enforcement agencies and District Attorney on criminal cases involving animals. 5) Promote neighborhood livability: assist the public in resolving neighborhood nuisances involving animals; regulate potentially dangerous dog ownership, and impound stray animals. 6) Community education: promote responsible pet ownership. Enforce City, County, and State laws involving animals. 7) Manage the administrative hearings process to resolve ordinance violations.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Calls for Service	7,745	8,200	8,000	8,000		
Outcome	Priority Investigation Response Time (days)	3.1	2.0	3.0	3.0		
Output	Notices of Infractions Issued	10,044	11,000	11,000	11,000		

Performance Measures Descriptions

Calls for service is an output measure of service demand. The Priority Investigation Response Time measures the time from the initial call received to first contact by an officer. Priority investigations are cases of animal cruelty and neglect, animal bites, and Potentially Dangerous Dogs. In FY13, Field Services responded to 7,745 calls for service: 1,836 emergency calls; 921 bite investigations; 935 animal cruelty/welfare investigations; 1,331 dead animal service calls; 2,722 neighborhood nuisance complaints

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund. Multnomah County Code Chapter 13 provides local regulations for animal ownership.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,140,285	\$0	\$1,173,476	\$0
Contractual Services	\$75,000	\$0	\$76,000	\$0
Materials & Supplies	\$34,700	\$0	\$34,200	\$0
Internal Services	\$206,200	\$0	\$197,216	\$0
Cash Transfers	\$0	\$25,000	\$0	\$35,000
Total GF/non-GF	\$1,456,185	\$25,000	\$1,480,892	\$35,000
Program Total:	\$1,481,185		\$1,51	5,892
Program FTE	14.00	0.00	14.00	0.00

Program Revenues					
Other / Miscellaneous	\$0	\$25,000	\$0	\$35,000	
Financing Sources	\$25,000	\$0	\$35,000	\$0	
Total Revenue	\$25,000	\$25,000	\$35,000	\$35,000	

Explanation of Revenues

Revenue from Notice of Infractions fines: Projected (700) Notices of Infraction issued @ an average of \$50/notice = \$35,000. In the General Fund, the \$35,000 revenue represents the cash transfer from the Animal Services Fund to the General Fund.

Significant Program Changes

Last Year this program was: 91006 Animal Services Field Services

No significant changes



Program #91007 - Animal Services Animal Care

Program Contact: Mike Oswald 7/2/2014

Community Services **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91005, 91006

Program Characteristics:

Executive Summary

The Shelter Services program provides humane shelter and health care 365 days/year for lost, homeless and stray animals that are injured, sick, abandoned, abused, neglected and found in Multnomah County. The program reunites animals with their owners, adopts animals into new homes and provides comprehensive shelter medicine and veterinary hospital services; and animal behavior assessment services. The shelter is accredited by the American Animal Hospital Association.

Program Summary

Shelter Services program delivers the following services: 1) Animal Care provides a clean, comfortable, safe and healthy shelter environment to house and care for all animals that enter the shelter; 2) Reunite animals with their owners; 3) Lost and found pet services; 4) Pet Adoption services, including adoption outreach in the community, and advertisement in newspapers, radio, television and the web; 5) Shelter Medicine program provides veterinary health care and treatment for all shelter animals, provides spay/neuter surgeries for adopted animals and subsidized veterinary services for low income pet owners; 6) Animal behavioral assessment and training services to determine availability for animals to be adopted into new, lifelong homes or transfer to partner organizations. Trained volunteers and Foster Pet parents assist in providing specialized animal care and help match potential adopters with the right pet.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Animal intake at the shelter	7,120	7,500	7,500	7,500		
Outcome	Live Release Rate - Dogs	92.3%	90.0%	92.0%.	92.0%		
Outcome	Live Release Rate - Cats	82.7%	70.0%	82.0%	82.0%		
Outcome	Dogs and Cats Euthanasia per 1,000 human population	0.99	2.0	0.9	0.9		

Performance Measures Descriptions

Animals received at the shelter is the measure that most impacts shelter services staffing and expenditures. Live Release Rate for dogs and cats is the percentage of all animal dispositions that are "live release" (returned to owner, adopted, or transferred to placement partners). The Live Release Rate is an industry benchmark statistic calculated on the calendar year. Euthanasia per 1,000 human population is an industry standard. The 2012 national average was 9.7 per 1,000. All performance measures are projected to continue on their current trend lines.

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,433,875	\$249,866	\$1,475,418	\$258,356
Contractual Services	\$85,000	\$124,000	\$65,000	\$65,000
Materials & Supplies	\$220,438	\$198,789	\$222,050	\$74,000
Internal Services	\$851,741	\$0	\$887,107	\$0
Cash Transfers	\$0	\$142,500	\$0	\$100,000
Unappropriated & Contingency	\$0	\$27,307	\$0	\$267,954
Total GF/non-GF	\$2,591,054	\$742,462	\$2,649,575	\$765,310
Program Total:	\$3,333,516		\$3,41	4,885
Program FTE	16.50	2.00	16.50	1.00

Program Revenues				
Fees, Permits & Charges	\$0	\$117,500	\$0	\$125,000
Other / Miscellaneous	\$0	\$120,000	\$0	\$143,000
Financing Sources	\$142,500	\$0	\$100,000	\$0
Beginning Working Capital	\$0	\$504,962	\$0	\$497,310
Total Revenue	\$142,500	\$742,462	\$100,000	\$765,310

Explanation of Revenues

Animal Fee revenue: 2,100 animals returned to owner x \$47.62 average = \$100,000. Animal Fee revenue: 1,000 animal licenses @ \$25 average = \$25,000 is a portion of the license fee revenue retained in the the restricted accounts, per County Resolution 2010-098. \$497,310 is the estimated Beginning Working Capital from restricted revenues. \$143,000 Other/Miscellaneous revenue are donations for animal care.

In the General Fund, the \$100,000 in Financing Sources revenue represents the cash transfer from the Animal Services Fund to the General Fund.

Significant Program Changes

Last Year this program was: 91007 Animal Services Animal Care

This Program Offer adds 1.0 FTE for Veterinary Services program. The position is funded with dedicated funds.

In addition, this Program Offer reduces two Animal Care Technician positions. These will be replaced with one limited duration Program Coordinator position to better meet the needs of the Rescue/Foster program. These positions are funded with dedicated funds.



Program #91008 - Elections

7/2/2014

Department:Community ServicesProgram Contact:Tim ScottProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs: 91026

Program Characteristics:

Executive Summary

The Elections Division conducts all local, city, county, state and federal elections for the citizens of and all political districts within Multnomah County. Under Oregon law, regular election dates are in March, May, September and November. Under state and local law, special elections and recall elections can also be called at any time of the year.

Program Summary

The Elections Division conducts many types of elections in Multnomah County, from Water District Commissioner to President of the United States. Local elections include elected boards of directors for schools and special districts as well as local measures. City elections include elected city offices and city measures. County elections are for elected county offices and county measures. State elections include Governor, all statewide offices and state senate and house seats in Multnomah County. Federal elections include Presidential, US Senate and Congressional races.

Conducting elections involves: registering voters; maintaining the statewide voter registration and election management database (Oregon Central Voter Registration database); maintaining address and district data; checking signatures on city and local candidate/initiative/referendum petitions; accepting candidate/measure filings; producing voters' pamphlets; issuing and mailing ballots; managing drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities; counting ballots; and releasing results. Elections employs as many as 260 temporary election workers for major elections.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of votes counted	551,871	280,000	171,074	378,250	
Outcome	Percent of customers who are satisfied with counter service	98%	95%	99%	97%	
Efficiency	Personnel cost per 1,000 ballots cast	\$940	\$1058	\$1150	\$970	

Performance Measures Descriptions

Customer satisfaction was measured through a survey completed by Elections in-person customers and reflects the percentage of customers who indicated that customer service either met or exceed their expectations.

Personnel Cost per 1,000 ballots cast for FY13 Actual is for the Presidential General Election; FY14 Purchased and Estimate is for the Gubernatorial Primary Election: and the FY15 Offer is for the Gubernatorial General Election.

Multnomah County Code of Ordinances, Chapter 5, Elections, describes the process for county initiative/referendum petitions in Multnomah County as well as how to fill vacancies in county elective offices. Oregon Administrative Rules, Chapter 165, addresses state-wide uniformity in the conduct of elections by each county. Rules deal with issues such as County Voters' Pamphlets and Voting by Mail. Oregon Revised Statutes, Chapters 246 through 260, provide the legal authority for all aspects of conducting elections in Oregon. There are also Federal mandates. The Voting Rights Act, The National Voter Registration Act, The Help America Vote Act and the Military and Overseas Empowerment Act establish election administration standards.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,381,572	\$0	\$1,296,453	\$0
Contractual Services	\$313,300	\$0	\$399,667	\$0
Materials & Supplies	\$1,151,670	\$0	\$1,265,863	\$0
Internal Services	\$759,767	\$0	\$719,321	\$0
Total GF/non-GF	\$3,606,309	\$0	\$3,681,304	\$0
Program Total:	\$3,606,309		\$3,68	1,304
Program FTE	10.00	0.00	10.00	0.00

Program Revenues					
Service Charges	\$955,615	\$0	\$1,118,213	\$0	
Total Revenue	\$955,615	\$0	\$1,118,213	\$0	

Explanation of Revenues

Most revenue is generated through reimbursements from districts for their apportioned share of the cost of an election. Election expenses are always reimbursed by special districts. Special elections called by the State or Cities are reimbursed by the State or the City calling the election. By state law, Cities and the State cannot be charged for the cost of the election in the Primary or General election. The County must pay for those district's apportioned cost in these elections.

During FY 15 two smaller special elections are included in the budget at \$257,947 each. A larger special election in May 2015 is in the budget at \$563,526. Budget amounts for all these special elections are calculated at 100% reimbursement. Reimbursements for the general election in November 2014 are budgeted at 4%, or \$30,293.

In addition to election reimbursement, the budget has revenue of \$6,000 for boundary changes and \$2,500 for petitions.

Significant Program Changes

Last Year this program was: 91008 Elections



Program #91011 - Budget and Operations Support

7/2/2014

Department:Community ServicesProgram Contact:Gerald ElliottProgram Offer Type:SupportProgram Offer Stage:As AdoptedRelated Programs:91002, 91005, 91008, 91012, 91013, 91016, 91017, 91018, 91020, 91022

Program Characteristics:

Executive Summary

The Budget and Operations Support unit offers administrative support; including budget, records management, payroll, accounts receivable and payable, safety, word processing, reception, financial reporting and analysis to all program areas within the Department of Community Services. Budget and Operations Support also includes administration of two special districts and the Road Asset management system.

Program Summary

This work unit supports the operations of Animal Services, Elections, Survey, Road and Bridge Services, Land Use Transportation Planning and Ombudsman. The areas of support include; records management, contract administration, grant accounting, cost accounting, accounts payable and receivables, payroll and personnel maintenance, preparation of legal records for litigation, in addition to the reception and clerical functions typically associated with these positions. Having this unit perform the essential administrative support functions for the various DCS programs allows it to provide common interpretations of County Policy and Procedure while enhancing the opportunity for the other program areas to remain focused on delivering their core program services.

Budget and Operations Support also serves as the administrator of two special districts; Dunthorpe-Riverdale Sanitary Sewer District and the Mid-County Street Lighting Service District.

In addition, this unit includes the Road Asset program that tracks the condition of the County's roads and associated assets. This information is used in prioritizing maintenance activities.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Line of Payroll Input	115,739	118,000	116,600	115,000	
Outcome	Percent of Invoices Paid on Time	89%	95%	90%	90%	
Quality	Customer Survey	4	4	4	4	

Performance Measures Descriptions

Most measures for this group are represented in the performance measures of the programs we support. Number of lines of payroll entry is a measure that reflects the volume of this major task. Invoices Paid on Time is the percentage of invoices paid within 30 days of the invoice date and measures the effectiveness of the accounts payable process. Customer Survey solicits feedback from the programs we support. A zero to five scale is used to rate this group on various performance attributes.

ORS 294 – County and Municipal Financial Administration rules and Regulations ORS 366.739-774 – State Highways and State Highway Fund Allocations to Counties and Cities ORS 368.051 – Accounting for County Road Work Government Accounting Standards Board (GASB)
Generally Accepted Accounting Principles (US GAAP)

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$178,114	\$1,267,119	\$181,025	\$1,361,907
Contractual Services	\$0	\$56,000	\$5,000	\$91,000
Materials & Supplies	\$0	\$25,480	\$7,690	\$25,480
Internal Services	\$33,238	\$215,232	\$22,152	\$255,334
Total GF/non-GF	\$211,352	\$1,563,831	\$215,867	\$1,733,721
Program Total:	\$1,775,183		\$1,94	9,588
Program FTE	2.00	13.00	2.00	14.00

Program Revenues				
Indirect for Dept. Admin	\$29,291	\$0	\$32,335	\$0
Intergovernmental	\$0	\$1,280,831	\$0	\$1,476,401
Other / Miscellaneous	\$11,000	\$283,000	\$11,000	\$207,320
Service Charges	\$0	\$0	\$0	\$50,000
Total Revenue	\$40,291	\$1,563,831	\$43,335	\$1,733,721

Explanation of Revenues

Intergovernmental: \$1,476,401 is received as part of the Road Fund from the state distribution of registration fees and gas taxes.

Other/Miscellaneous: \$218,320 is received for services provided for programs within DCS (Roads - \$11,000, Elections - \$12,240, Bridges - \$50,000, Survey - \$40,000, Animal Services - \$76,500, Land Use Planning - \$28,580) Service Charges - \$50,000 is reimbursements from special service districts (Dunthorpe-Riverdale Sewer District - \$25,000 and Mid-County Lighting District - \$25,000)

Significant Program Changes

Last Year this program was: 91011 Budget and Operations Support

Last year this program offer had 15.0 FTE and this year it has 16.0 FTE. This change is caused by reorganization that moved a Data Analyst Senior position from Road Service to Budget and Operations Support. This change was made to consolidate the Road Assets function within Budget and Operations Support.



Program #91012 - County Surveyor's Office

7/2/2014

Program Contact: Jim Clayton **Department: Community Services** Program Offer Stage: As Adopted

Program Offer Type: Existing Operating Program

Related Programs: 91013, 91016, 91017, 91018

Program Characteristics:

Executive Summary

The County Surveyor's Office provides services which include: maintenance and restoration of public land survey corners. the review and filing of surveys and land division plats, survey records to the public and surveying support to other county programs and local agencies.

Program Summary

The County Surveyor's Office provides several services, some of which are mandated by state law.

Mandated Functions (required by state statute)

- Maintenance and restoration of public land survey corner monuments under the Public Land Survey System: All property descriptions within the state are either directly or indirectly tied to public land survey corners. The maintenance and restoration of these corners are critical to ensure the integrity of property boundaries within the county.
- Review, filing and indexing of records of survey: All surveys which set permanent monuments (property corners, etc.) within Multnomah County are required to be filed with our office. State statutes require that we review these surveys, file and index them in the County Survey Records.
- Review and approval of land division plats (subdivisions, partitions, and condominiums): Comprehensive reviews of all land division plats within the entire county are performed by our office to ensure accuracy and compliance with state statutes and local ordinances.
- Providing access to the public survey records: We maintain a robust online records retrieval system that is widely used by the public, and essential for providing information required by land surveyors, developers, the title industry, planning iurisdictions, and others.

Other Functions

- Provide surveying support for capital projects on county roads and bridges. Current/recent projects include Sellwood Bridge Replacement Project, Morrison Bridgehead, NE Arata Road, Latourell Bridge, Troutdale Road, and Sandy Boulevard.
- Provide surveying support for County departments and local agencies. Currently working on projects for Road Engineering, Bridge Services and County Facilities.
- Provide surveying expertise to the public and to County and local agencies.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of public land corner visits performed (this is a new performance measure)	0	0	175	175	
Outcome	Percentage of plats reviewed within 21 days	100%	100%	100%	90%	
Input	Number of plats reviewed for approval	75	85	110	100	
Quality	Number of affidavits of correction filed for errors on plats	0	3	1	3	

Performance Measures Descriptions

The County Surveyor's Office maintains approximately 2000 public land survey corners. We maintain them on a 7-10 year cycle (each maintenance is referred to as a "visit"). The County Surveyor approves all land division plats (subdivisions, partitions, and condominiums) within the county, including within all cities. Our goal is to complete the initial review of all plats within 21 calendar days of submittal. We also strive to be very accurate with our reviews. We measure this by the number of affidavits of correction that are filed to correct errors on plats that were missed during our review.

The County Surveyor position is mandated by state statute. The duties of the County Surveyor are mandated by ORS Chapter 209, including those related to Public Land Corners. Plat review and approval are mandated by ORS 92.100 and ORS 100.115. Certain work regarding county roads is mandated by ORS 368.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,088,624	\$0	\$1,097,346
Contractual Services	\$0	\$1,500	\$0	\$2,000
Materials & Supplies	\$0	\$37,900	\$0	\$44,100
Internal Services	\$0	\$256,352	\$0	\$266,185
Capital Outlay	\$0	\$45,000	\$0	\$0
Unappropriated & Contingency	\$0	\$1,255,124	\$0	\$1,962,507
Total GF/non-GF	\$0	\$2,684,500	\$0	\$3,372,138
Program Total:	\$2,684,500		\$3,37	2,138
Program FTE	0.00	10.00	0.00	10.00

Program Revenues					
Indirect for Dept. Admin	\$25,930	\$0	\$26,431	\$0	
Other / Miscellaneous	\$0	\$1,550,000	\$0	\$1,640,000	
Interest	\$0	\$4,500	\$0	\$7,500	
Beginning Working Capital	\$0	\$1,025,000	\$0	\$1,574,638	
Service Charges	\$0	\$105,000	\$0	\$150,000	
Total Revenue	\$25,930	\$2,684,500	\$26,431	\$3,372,138	

Explanation of Revenues

The County Surveyor's Office is self supporting. All revenues are from user fees or charges for services. Maintenance and restoration of Public Land Corners makes up the largest part of our program. This is funded by a fee (currently \$10) charged whenever certain types of documents are recorded in the County Records. Another large portion of our revenue is derived from a filing fee (currently \$400) which is charged for all records of survey and plats that are submitted to our office for review and filing. Revenue estimates are as follows: Public Land Corner Preservation Fund – estimated 117,500 documents recorded at \$10 each - \$1,175,000 (part of "Other/Miscellaneous" above); Plats and Surveys submitted for filing/recording - estimated 562.5 at \$400 each = \$225,000 (part of "Other/Miscellaneous" above); Plat review and approval - actual cost incurred - estimated \$150,000 (shown as "Service Charges" above); Survey support for county road and bridge projects, and other county departments and local agencies – estimated \$240,000. (part of "Other/Miscellaneous" above)

Significant Program Changes

Last Year this program was: 91012 County Surveyor's Office



Program #91013 - Road Services

7/2/2014

Department: Community Services **Program Contact:** Brian Vincent

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91011,91012, 91018, 91020

Program Characteristics:

Executive Summary

The Division serves a fundamental community need by providing for the safe movement of people and goods. The Division ensures that the County maintained road system is preserved for the benefit of the public by constructing, operating, repairing and maintaining roadways in a professional and cost effective manner. Our citizens use roads in order to get to their places of employment, access to emergency services, businesses, retail outlets, schools and recreational activities. Multnomah County's economy is dependent on the transportation system to move products to markets.

Program Summary

The Road Services program is responsible for design, construction, maintenance, operation and preservation of County-owned roads. The Division contributes to the goals and strategies of the Department of Community Services in providing transportation services county residents rely upon. The Division focuses on providing quality roads through innovation, skilled workforce and efficient practices. Four program areas (engineering and operations, water quality and maintenance) deliver services to comply with local, State, and Federal transportation requirements while striving to achieve the transportation priorities of Multnomah County residents communicated to the Division through our public outreach efforts. The Division is a regional leader in sustainable maintenance policies and practices that respond to the Endangered Species Act, Safe Drinking Water Act, and Clean Water Act. The Division fulfills its mandates through cooperative planning with local and regional jurisdictions, preserving and improving the transportation system through the building of roads and providing on-going maintenance and traffic services that contribute to public safety, environmental protection, and livability.

Oregon's economy growth, much like the Nation's continues to pickup, however, the pace has been sluggish by historical standards coming out of a recession. This growth to the state highway fund is witnessed in increased vehicle title, driver, and registration transactions. These transactions translate into increased State revenues which support the Division in completing its work plans. The County's 3 cent fuel tax receipts continue to decline each year contrary to the growth in the state revenues. The decline results from fewer gallons being consumed and the fuel tax rate remaining static (unchanged since 1981). State and local land use goals promote density, which supports alternative modes of transit to the public (i.e. buses, bikes, and rail) and have reduced the demand for gasoline consumption, consequently reduced fuel tax receipts.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Output Lane Miles maintained by County forces	826	826	826	681	
Outcome	Pavement Condition Index (PCI)	66	66	66	66	
Input	Number of FTE's in Road Services	59.00	57.00	52.00	48.00	
Outcome	Outcome Customer Survey	4	4	4	4	

Performance Measures Descriptions

These performance measures are designed to balance customer satisfaction against the road system needs within available revenues. The Division continuously evaluates how and where resources are used to achieve a favorable customer response and provide safe road network for our diverse and multi-modal community.

The Division fulfills its obligation as a road authority under the provisions of ORS–368. The Federal Highway Administration's Manual on Uniform Traffic Control Devices, Federal Environmental Laws; Clean Water, Safe Drinking Water and Endangered Species Acts provide standards under which we must incorporate in our service delivery.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$5,814,185	\$0	\$5,035,372
Contractual Services	\$0	\$277,500	\$0	\$247,500
Materials & Supplies	\$0	\$1,983,650	\$0	\$1,642,650
Internal Services	\$0	\$2,680,757	\$0	\$2,525,418
Capital Outlay	\$0	\$63,469	\$0	\$0
Total GF/non-GF	\$0	\$10,819,561	\$0	\$9,450,940
Program Total:	\$10,819,561		\$9,45	0,940
Program FTE	0.00	57.60	0.00	47.80

Program Revenues				
Indirect for Dept. Admin	\$201,740	\$0	\$177,321	\$0
Fees, Permits & Charges	\$0	\$55,000	\$0	\$70,000
Intergovernmental	\$0	\$9,557,279	\$0	\$6,988,788
Taxes	\$0	\$50,000	\$0	\$50,000
Other / Miscellaneous	\$0	\$106,500	\$0	\$106,500
Interest	\$0	\$25,000	\$0	\$25,000
Beginning Working Capital	\$0	\$998,282	\$0	\$2,183,152
Service Charges	\$0	\$27,500	\$0	\$27,500
Total Revenue	\$201,740	\$10,819,561	\$177,321	\$9,450,940

Explanation of Revenues

The program is funded by "County Road Funds" which are a combination of dedicated money received from the state highway fund, county gas tax and federal forest receipts, federal and state grants, developer contributions, and service reimbursement.

Significant Program Changes

Last Year this program was: 91013 Road Services

This FY 2014-15 Program Offer maintains current service levels for the Division in support of the County's road system. The Program Offer does offer budgetary adjustments to reflect the elimination of the County performing maintenance on City of Gresham arterial streets. Nine positions aligned in performing road and traffic maintenance were transferred to the City of Gresham effective July 1, 2014, as outlined in the 2005 Road Transfer IGA with the City of Gresham. Additionally, an internal reorganization has moved the Asset Management function from Road Services to Budget and Operations Support, a total of 1 FTE.



Program #91015 - Bridge Maintenance and Operations

7/2/2014

Department: Community Services **Program Contact:** Brian Vincent

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91011, 91013, 91016, 91020

Program Characteristics:

Executive Summary

This program is entrusted with operating and preserving the County's long term investment in its six Willamette River Bridges. The program also offers technical support to the Roads Division for 24 other bridge structures. The Willamette River crossings consist of four movable bridges (Hawthorne, Morrison, Burnside, and Broadway) and two fixed structures (Sellwood and Sauvie Island).

Program Summary

The Bridge Maintenance and Operations program is comprised of two main functional groups.

- a) The Maintenance group is made up of those who perform the everyday maintenance and preventative maintenance on the bridges. It is their responsibility to ensure the operational reliability of the bridge mechanical, electrical, structural and corrosion protection (paint) systems. Maintenance places priority on response to emergencies, performance of specialized preventative maintenance tasks and making repairs as needed. Some of the tasks performed by this group include: vehicle accident repair, bridge mechanical and electrical troubleshooting, minor roadway or sidewalk repairs, graffiti removal and snow removal
- b) Bridge Operations raise and lower the draw spans to allow the passage of ships and other river traffic. They also perform very minor preventative maintenance. Both of these groups work closely with Bridge Engineering on a wide variety of projects and issues.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of Preventative Maintenance tasks completed	1,807	1,750	1,800	1,750		
Outcome	Percentage of Preventative Maintenance tasks completed	96.0%	95.0%	95.0%	95.0%		
Outcome	Successful Bridge Openings	99%	99%	99%	99%		

Performance Measures Descriptions

Preventative maintenance tasks help keep the bridges working properly and avoid the need for expensive capital rehabilitation projects. The percent of preventative maintenance tasks completed compared to the total scheduled measures the ability to control the work required to keep the bridges operating. Goal is 95%. The percent of successful drawbridge openings measures the ability of this group to provide access for river traffic. Goal is 99%.

Multnomah County is required to maintain and operate its drawbridges in accordance with the River and Harbor Act of 1894, federal regulations (USC 117.750), U.S. Coast Guard regulations (CFR Title 33), State Law (ORS 382.305), 1984 IGA with the City of Portland as amended in 1989, and HB 2041 Section 3a.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$2,299,384	\$0	\$2,132,209
Contractual Services	\$0	\$43,425	\$0	\$23,424
Materials & Supplies	\$0	\$303,950	\$0	\$347,950
Internal Services	\$0	\$543,912	\$0	\$539,800
Total GF/non-GF	\$0	\$3,190,671	\$0	\$3,043,383
Program Total:	\$3,190,671		\$3,04	3,383
Program FTE	0.00	23.00	0.00	22.00

Program Revenues				
Indirect for Dept. Admin	\$51,905	\$0	\$48,820	\$0
Intergovernmental	\$0	\$2,818,150	\$0	\$2,792,495
Other / Miscellaneous	\$0	\$5,000	\$0	\$5,000
Beginning Working Capital	\$0	\$367,521	\$0	\$245,888
Total Revenue	\$51,905	\$3,190,671	\$48,820	\$3,043,383

Explanation of Revenues

Revenue for this program comes entirely from gas taxes and vehicle registrations that are collected by the state and distributed based on an intergovernmental agreement that specifies the amount to be allocated to Bridge Capital. These are dedicated funds and can only be used for Willamette River bridges.

Miscellaneous Revenue reflects fees received for Special Use Permits issued to parties using the bridges for event such as Portland Marathon - \$5,000.

Significant Program Changes

Last Year this program was: 91015 Bridge Maintenance and Operations

This program has reduced 1.0 FTE from FY2014. This was an Electrician position that was in the FY2014 budget to train a new electrician. The training period is complete so this additional position is no longer needed.



Program #91016 - Bridge Engineering

7/2/2014

Department: Community Services **Program Contact:** Brian Vincent

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91011, 91013, 91015, 91018, 91020

Program Characteristics:

Executive Summary

This program is entrusted with improving the safety and prolonging the life of the County's long term investment in its six Willamette River Bridges. The program also offers technical support to the Roads Division for 24 other Bridge Structures. The Willamette River crossings consist of four movable bridges (Hawthorne, Morrison, Burnside and Broadway) and two fixed structures (Sellwood and Sauvie Island). Bridge Engineering works closely with Bridge Maintenance and Operations as well as Road Engineering on a variety of projects and issues.

Program Summary

Bridge Engineering is comprised of engineers, engineering technicians and support personnel. They provide planning, engineering and construction project management for the preservation of structural, mechanical, electrical and corrosion protection (paint) systems of the County's bridges. Most design and construction work is performed by outside contractors with direction and oversight provided by Bridge Engineering personnel. Projects are identified and prioritized in the Transportation Capital Improvement Program to match available funds. Bridge Engineering works with other County, State and Federal agencies to secure funding from State and Federal sources. The primary focus of Bridge Engineering is the six Willamette River Bridges, of which most are classified as historic structures and some are approaching 100 years in age. The four drawbridges are complex structures with complicated mechanical and electrical systems which allow them to be raised and lowered.

The Engineering Section is engaged in an extensive upgrade to the 20 year Capital Improvement Plan, with a completion date of November 2014. Additionally, design work has begun for the \$10M Broadway Paint project, the \$10.5M Broadway Rall Wheel Replacement project and the \$32.5M Burnside Miscellaneous Repairs project.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Dollar Value of Capital	\$1,303,514	\$4,302,143	\$2,674,393	16,058,000		
Outcome	Percent of project milestones met	100%	100%	100%	100%		

Performance Measures Descriptions

Dollar value of Capital Improvement includes County, State and Federal contributions. The percent of scheduled milestones met for all construction projects measures the ability to control workflow and provide completed projects to the public.

Multnomah County is required to maintain and operate its drawbridges in accordance with the River and Harbor Act of 1894, federal regulations (USC 117.750), U.S. Coast Guard regulations (CFR Title 33), State Law (ORS 382.305), 1984 IGA with the City of Portland as amended in 1989, and HB 2041 Section 3a.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$2,821,631	\$0	\$3,242,968
Contractual Services	\$0	\$255,000	\$0	\$305,000
Materials & Supplies	\$0	\$96,350	\$0	\$81,350
Internal Services	\$0	\$324,132	\$0	\$326,681
Capital Outlay	\$0	\$1,307,143	\$0	\$757,853
Total GF/non-GF	\$0	\$4,804,256	\$0	\$4,713,851
Program Total:	\$4,804,256		\$4,71	3,851
Program FTE	0.00	19.15	0.00	19.40

Program Revenues					
Indirect for Dept. Admin	\$18,765	\$0	\$21,010	\$0	
Intergovernmental	\$0	\$975,585	\$0	\$886,175	
Other / Miscellaneous	\$0	\$3,194,500	\$0	\$3,334,580	
Beginning Working Capital	\$0	\$634,171	\$0	\$493,097	
Total Revenue	\$18,765	\$4,804,256	\$21,010	\$4,713,852	

Explanation of Revenues

Revenue for this program comes from gas taxes and vehicle registrations that are collected by the State and distributed based on an intergovernmental agreement that specifies the amount to be allocated to Bridge Capital. These are dedicated funds and can only be used for bridges. These funds are used to leverage Federal and State dollars to provide a greater benefit to the County.

Other/Miscellaneous revenue comes from reimbursements to Bridge Engineering for work performed by other projects and programs. The largest component is the Sellwood Bridge Project which represents \$3,325,000.

Significant Program Changes

Last Year this program was: 91016 Bridge Engineering

This program has increased by 0.25 FTE due to assignment of a Director's Office employee to the Sellwood Bridge Project.



Program #91017 - Sellwood Replacement Project

7/2/2014

Department: Community Services Program Contact: Ian Cannon

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91011, 91016, 91018

Program Characteristics:

Executive Summary

The Sellwood Bridge has deteriorated after approximately 88 years of service. The bridge has been weight-limited to 10 tons since 2005. TriMet buses and most trucks are excluded from the bridge. Bicycle and pedestrian facilities are very narrow. Approximately 30,000 vehicles cross the narrow two lane bridge each day. This program is replacing the existing bridge with a modern multi-modal facility. Significant progress has been made on the construction. This program offer represents the effort required in FY2015.

Program Summary

The program is the overall work effort to replace the Sellwood Bridge in Southeast Portland. The scope of the project includes a new three-span steel deck arch bridge with shoulders and sidewalks, a new grade separated interchange at Oregon 43, improved trail connections at both ends, and environmental mitigation for project impacts. It includes the design, right of way, and construction phases of the project. The estimated total cost of the project including design, right of way, and construction will be \$307.5 million. Completion is expected by November 2016.

Significant progress has been made on the construction. The existing bridge truss has been relocated to serve as a detour bridge. Condominium reconstruction, landslide stabilization, Stephen's Creek Culvert, work bridges, and in-river drilled shafts are complete. Construction continues on utility relocation, in-river bridge piers, other foundations, structural steel fabrication, and retaining walls.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percent of the new bridge construction complete	0%	50%	51%	75%	
Outcome	Percent of project milestones met	0%	100%	100%	100%	

Performance Measures Descriptions

Construction of the new bridge will continue throughout FY 2015. We are expected to be approximately 75% complete with the new bridge by the end of the fiscal year. The percent of scheduled milestones met for all construction projects measure the ability to control workflow and serve completed projects to the public on time.

Multnomah County is required to maintain the Sellwood Bridge in accordance with; State Law; ORS 382.305 through 382.425, MB 2041 subsection 3a and HB2001 and the 1984 IGA with the City of Portland as amended in 1989.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$8,043,333	\$0	\$4,748,437
Materials & Supplies	\$0	\$289,503	\$0	\$253,003
Internal Services	\$0	\$12,987,676	\$0	\$13,150,847
Capital Outlay	\$0	\$121,244,137	\$0	\$99,417,177
Total GF/non-GF	\$0	\$142,564,649	\$0	\$117,569,464
Program Total:	\$142,564,649		\$117,569,464	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Fees, Permits & Charges	\$0	\$10,830,177	\$0	\$10,830,117
Intergovernmental	\$0	\$75,554,403	\$0	\$36,218,521
Interest	\$0	\$155,331	\$0	\$100,000
Beginning Working Capital	\$0	\$56,024,738	\$0	\$70,420,826
Total Revenue	\$0	\$142,564,649	\$0	\$117,569,464

Explanation of Revenues

Beginning Working Capital: \$70.4 million TIGER III Federal Grant: \$1.2 million

State Appropriation for Interchange work - \$15.0 million City of Portland project contribution - \$20.0 million County vehicle registration fee revenue - \$10.8 million

Interest earnings - \$100K

Significant Program Changes

Last Year this program was: 91017 Sellwood Replacement Project

No significant program changes are expected in FY2015



Program #91018 - Transportation Capital

7/2/2014

Department: Community Services **Program Contact:** Karen Schilling

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91013, 91016, 91020

Program Characteristics:

Executive Summary

The Transportation Capital program represents payments to contractors for capital improvement projects on County-owned Willamette River bridges (Sellwood, Hawthorne, Morrison, Burnside, Broadway and Sauvie Island) and County road infrastructure including bicycle, pedestrian facilities and culverts. The purpose of this program is to maintain and enhance the existing transportation system by identifying needs, prioritizing projects and securing funding to construct projects.

Program Summary

Current capital needs are identified in the Transportation Capital Improvement Plan that outlines needed Road and Bridge improvements for the next 20 years. The Transportation Capital Program prioritizes the projects and schedules projects to match available and new funds projected for a 5-year period. Capital improvements are relatively high dollar projects to rehabilitate, improve, or replace when needed, transportation infrastructure assets such as roads and bridges. This program represents County and other fund sources that pass through the County, to make capital improvements on County owned bridges, roads, bicycle/pedestrian facilities and culverts.

This program is dependent upon Bridge Engineering and Roadway Engineering programs to provide County labor, to plan and oversee the design and construction associated with capital projects. Projects are identified, prioritized and scheduled in the Transportation Capital Improvement Program (CIP) to match available funds. This program is approved by the Board of County Commissioners. Transportation staff pursue outside sources of funding through grants and collaborative agreements for these projects. The County's transportation infrastructure assets are valued in excess of \$1.7 billion dollars, thus we deem it very important to protect these assets. Many factors contribute to the constant degradation of the transportation infrastructure which demands constant effort to maintain the current status.

Recent CIP updates include equity and health criteria for rating and ranking roadway, bike and pedestrian projects. In the coming years, similar criteria will be considered for bridge and culvert projects. The major transportation capital projects included in the FY2015 budget are the Sellwood Bridge replacement (program offer 91017), Broadway Bridge Paint and Rall Wheels and Burnside Bridge Miscellaneous Repairs. Other roadway projects are scheduled in East County and include bike and pedestrian improvements to Arata Road and freight mobility improvements to a section of Sandy Boulevard.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Dollar value of capital improvements	\$7,758,303	\$9,454,000	\$2,482,014	\$9,970,410	
Outcome	Percent of cost growth	0%	0%	0%	0%	

Performance Measures Descriptions

Dollar value of capital improvements includes all County funds spent, regardless of source. The percentage of cost growth compares the total construction cost at the beginning of the fiscal year to the total construction cost estimate at the end of the fiscal year for major projects. This measures the ability to control cost growth during construction. FY2014 estimate and FY2015 offer do not include any Morrison Repair work.

This program is mandated by Federal Regulation CFR Title 33 which covers the responsibilities of drawbridge owners; ORS 366.744 and ORS 382.305-382.425 specifically addresses the Willamette River Bridges; ORS 366.514 addresses the Bike and Pedestrian Program; ORS 368 addresses the Road Capital Program, and revenue sharing agreements with the cities of Portland, Gresham, Fairview and Troutdale.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$5,387,500	\$0	\$303,222
Internal Services	\$0	\$535,006	\$0	\$481,716
Capital Outlay	\$0	\$9,454,000	\$0	\$11,620,410
Unappropriated & Contingency	\$0	\$409,575	\$0	\$406,800
Total GF/non-GF	\$0	\$15,786,081	\$0	\$12,812,148
Program Total:	\$15,786,081		\$12,8	12,148
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$10,021	\$0	\$9,052	\$0
Intergovernmental	\$0	\$15,325,506	\$0	\$10,012,445
Interest	\$0	\$1,800	\$0	\$1,800
Beginning Working Capital	\$0	\$408,775	\$0	\$2,497,903
Service Charges	\$0	\$50,000	\$0	\$300,000
Total Revenue	\$10,021	\$15,786,081	\$9,052	\$12,812,148

Explanation of Revenues

Revenues come from dedicated Transportation Funds for construction, repair, maintenance and operation of County roads, bridges and bicycle/pedestrian facilities. Capital projects in this program receive allocations from State Motor Vehicle revenues (i.e., state gas tax, vehicle registration fees, weight/mile tax), County gasoline tax, County vehicle registration fees, permits, development charges, State and Federal grants, and intergovernmental agreements. Revenues from payment in lieu of construction funds account for \$300,000 in this fiscal year.

Significant Program Changes

Last Year this program was: 91018 Transportation Capital



Program #91020 - Transportation Planning

7/2/2014

Department: Community Services Program Contact: Karen Schilling

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91013, 91016, 91018, 91021

Program Characteristics:

Executive Summary

Transportation Planning develops and implements strategies to improve all modes of transportation at the regional and local levels including reviewing transportation impacts of proposed new development; preparing the County's Capital Improvement Plan and Program (CIPP); identifying and securing funding for capital, maintenance and preservation of the County's transportation system; and advocating for transportation policies that support Multnomah County's health and social services mission.

Program Summary

Transportation Planning creates a transportation system that allows for accessibility and mobility throughout the County and the region. Providing multiple transportation choices makes the region an attractive place to live by addressing a safe and efficient multi-modal transportation system compatible with land uses. An efficient transportation system provides the necessary regional infrastructure for the movement of goods and services, as well as reducing congestion and the cost of doing business. Lastly, the transportation system aids in the net annual job growth in Multnomah County and the region. Transportation Planning staff undertake planning, project development and funding of the County's transportation system and implement policies and programs that accomplish the objectives of the Capital Improvement Plan and Program (CIPP). To accomplish this, staff provide expertise to the County's road and bridge engineering, maintenance and operations; maintain the transportation capital program; and manage the bicycle and pedestrian (active transportation) and Safe Routes to School programs. The Safe Routes to School program increases accessibility and safety for students walking and bicycling to school. Working with the Troutdale Elementary School, the program resulted in over 50% more students walking or cycling to school in its second year of operation. In addition, the grant the County received paid for the creation of a video on pedestrian safety. Our partnership efforts with the Health Department and Office of Sustainability aligns County efforts to accomplish multiple program objectives, including the Community Wellness and Prevention Plan (CWPP) and the Climate Action Plan (CAP).

Transportation staff represents the County in regional and local transportation planning forums providing technical and policy expertise on transportation equity, active transportation, and greenhouse gas reduction. They also provide staff support for local transportation system planning and development in the cities of Fairview, Troutdale, Wood Village and Gresham, and in urban pocket areas in the City of Portland. Staff develop, analyze and advocate for regional and economic stability and growth. Transportation Planning is directly engaged in regional, state and federal decision-making on transportation funding that affects the County's ability to achieve many of its interdepartmental goals as well as capital improvements. Efforts over the past year resulted in \$7.5M for County transportation projects and an additional \$15.2M for other transportation projects in East County.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of development proposals reviewed	110	120	120	120		
Outcome	Percentage approved with transportation evaluations and findings	100%	92%	95%	93%		
Efficiency	Average review time in days	8	9	9	9		

Performance Measures Descriptions

A primary function of transportation planning is the timely review of development applications for land owners/developers. Two measurements used are the number of development proposals reviewed and the average number of days to review. The percent of proposals approved with transportation impact assessment and findings, and the percent of development applications approved with transportation conditions are indicators of the amount of effort required to process the applications and the effectiveness of the process.

Transportation Planning operates under mandates from several statutes and administrative rules including ORS 368 and 371, OAR 66 Division 12, the Federal Clean Water Act and the Americans with Disabilities Act (ADA). Funding for Transportation Planning comes primarily from the County's share of State vehicle registration fees and state and local gas tax that may only be used for the County's roads and bridges. Our responsibilities include State-mandated transportation system planning including bicycle and pedestrian modes, capital improvement programming and compliance with ADA and Congestion Management/Air Quality.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$382,337	\$0	\$384,090
Contractual Services	\$0	\$9,000	\$0	\$9,000
Materials & Supplies	\$0	\$8,445	\$0	\$7,900
Internal Services	\$0	\$60,368	\$0	\$54,566
Total GF/non-GF	\$0	\$460,150	\$0	\$455,556
Program Total:	\$460,150		\$455	i,556
Program FTE	0.00	3.40	0.00	3.40

Program Revenues				
Indirect for Dept. Admin	\$8,622	\$0	\$8,541	\$0
Intergovernmental	\$0	\$460,150	\$0	\$455,556
Total Revenue	\$8,622	\$460,150	\$8,541	\$455,556

Explanation of Revenues

Funding for the Transportation Planning Program comes from the dedicated Transportation Fund. The Transportation Fund is based on gas tax and vehicle registration fees that do not keep pace with inflation. This hampers the County's ability to preserve and maintain our existing facilities and undertake new transportation projects. Transportation Planning's efforts over the next year will be directed at leveraging our limited resources by securing additional funds to address critical needs and maintain existing infrastructure.

Significant Program Changes

Last Year this program was: 91020 Transportation Planning



Program #91021 - Land Use Planning

7/2/2014

Department: Community Services Program Contact: Karen Schilling

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 91020, 91027

Program Characteristics:

Executive Summary

Land Use Planning guides thoughtful development while preserving and protecting open spaces, natural resources, scenic views, wildlife, forests, and farmlands through implementation of the County's zoning code and comprehensive plan. The program provides current and long range planning as well as code compliance for the rural areas of Multnomah County. The planning program plays an important and active role at the state and regional level to ensure adopted codes, plans and policies comply with state requirements while ensuring preservation and protection of the County's rural character.

Program Summary

Multnomah County is a unique and highly sought after location to live, work, and recreate because the area offers vast open spaces, natural and scenic resources, forests, and farmland. Land use planning develops and implements codes and policies to preserve the rural character by preventing urban sprawl and to ensuring that future development will continue to contribute to the attractive environment that makes Multnomah County a special place to live, work and recreate. The focus of the long range planning section is to create, revise, and adopt plans, policies, and zoning codes in a uniform thoughtful and sensitive manner to ensure that development is consistent with the rural character of the County. The Sauvie Island/Multnomah Channel Rural Area Plan update that is underway is engaging citizens in the development of the plan and policies to ensure that the adopted Plan best reflects the values, goals, and vision of the community and will guide future development in the same manner.

Planning staff also play a key role in the coordination with regional partners, such as Metro, to ensure the County's vision and values continue to be achieved. Policies and plans addressing the urban areas within the Urban Growth Boundary are equally important in helping the County achieve the goals of the rural areas.

The current planning section provides assistance to property owners, neighbors, developers, realtors and other agencies with the land use process to objectively, consistently and fairly apply the County's development standards and procedures. Staff explain land use rules, review land use and building applications for compliance with applicable laws, and problem solve complex land use issues with applicants.

The code compliance program responds to possible land use and transportation right-of-way complaints through a voluntary compliance based program. The focus of this program is education and compliance to successfully resolve potential issues. This is accomplished by working with property owners to voluntarily resolve land use and transportation right-of-way conflicts without the use of penalties or fines whenever possible.

The Planning program is currently in the process of implementing a Solid Waste and Recycling Management program. This program will license service providers in the unincorporated areas of the County for solid waste, recyclable materials and provide outreach materials. This program is being implemented to comply with applicable State and local regulations.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of land use/compliance inquiries	8,823	8,000	8,400	8,400	
Outcome	Number of land use/compliance actions taken	429	475	450	450	
Quality	% of compliance cases resolved voluntarily	97%	100%	100%	100%	
Efficiency	% of land use decisions made in 120 days	83%	90%	90%	90%	

Performance Measures Descriptions

The output measure includes calls received and responded to, walk-in customers assisted, and enforcement complaints logged. The outcome measure captures preliminary meetings held, land use reviews issued, zoning sign-offs completed, and enforcement cases closed within the fiscal year. Our quality goal is 100% voluntary compliance for complaints closed. Our efficiency goal is to issue final decisions within 120 days of when they are made complete, notwithstanding that state law allows counties 150 days.

Multnomah County must adopt a Comprehensive Land Use Plan that meets Statewide Planning Goals, including enacting implementing regulations as provided under ORS 92, 195, 196,197, 215 and 390. The County regulates land uses in the National Scenic Area in accordance with federal law. These land use laws mandate the County review all development within its jurisdiction, distinguish between types of development and the level of review required, prescribe extensive procedures the County must follow to ensure due process and set out a timeframe within which land use reviews must be completed. The County must update its codes to comply with new laws adopted each legislative session or when the Gorge Commission revises its rules. The County must appoint a Planning Director and employ staff necessary to carry out these responsibilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$936,503	\$0	\$945,689	\$0
Contractual Services	\$72,960	\$41,037	\$74,530	\$41,037
Materials & Supplies	\$29,033	\$0	\$26,327	\$0
Internal Services	\$228,420	\$0	\$247,986	\$0
Total GF/non-GF	\$1,266,916	\$41,037	\$1,294,532	\$41,037
Program Total:	\$1,307,953		\$1,33	5,569
Program FTE	8.20	0.00	8.20	0.00

Program Revenues					
Fees, Permits & Charges	\$122,600	\$6,037	\$140,000	\$6,037	
Intergovernmental	\$0	\$35,000	\$30,000	\$35,000	
Total Revenue	\$122,600	\$41,037	\$170,000	\$41,037	

Explanation of Revenues

Land Use Planning historically receives a maximum of \$35,000 from the State to assist with implementing the land use rules in the National Scenic Area (NSA). These funds are reimbursed to the County at the end of each fiscal year based on the amount of time staff spends processing permits and resolving compliance issues in the NSA. Historically we spend almost double the amount that we receive in reimbursements.

Fees are set and collected for land use permits. We estimate \$140,000 in revenues from land use permit fees in FY2015. Planning also receives a small stipend from the Forest Service known as 1% Payments. The funding is intended to be a replacement for the property taxes the counties would have otherwise received had the US not acquired the land. It is estimated that we will receive \$6,037 in FY2015.

Metro will reimburse the County \$30,000 in FY2015 for staff time to develop and implement the Solid Waste Program.

Significant Program Changes

Last Year this program was: 91021 Land Use Planning

Starting in mid-FY14, the Planning Program assumed responsibility for implementing a licensing program of Solid Waste and Recyclable Haulers in the rural unincorporated areas of the County. The cost of the program should be covered by the licensing fees. However, we have added the responsibilities without additional staff resources. This is not a land use action and it will be implemented through our code compliance staff resources. It is estimated that this work will require .25 FTE for the required licensing and outreach.



Program #91022 - City Supplemental Payments

7/2/2014

Department: Community Services **Program Contact:** Tom Hansell

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Beginning in 1984 the County entered into intergovernmental revenue sharing agreements with the Cities of Portland, Gresham, Troutdale and Fairview, whereby dedicated County road funds receipts are transferred as county roads are annexed. The supplemental payments executed by this program offer, fulfill the funding requirements of these agreements as it pertains to County road funds.

Program Summary

These agreements require the county to transfer prescribed revenue amounts the County receives from the County gas tax and state highway funding. For Cities of Troutdale and Fairview the supplemental payment formula is adjusted annually based on the Consumer Price Index – Urban Index for the Portland metropolitan area. The Cities of Portland and Gresham the supplemental payment formula is adjusted based on actual receipts collected by the County.

Planned FY 2015 Payments:

- City of Fairview \$12,640
- City of Troutdale \$15,585
- City of Gresham \$3,576,575
- City of Portland \$26,250,000

Between 1984 and 2013 the County has transferred 606 miles of roads to Cities.

This program offer does not deliver any County services and is submitted for the provision of a supplemental payment to the cities. The agreements remain subject to future appropriations by any future Board of County Commissioners or City Councils. The formulas in these agreements were intended to remain permanent unless amended by mutual agreement

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output		0	0	0	0	
Outcome		0	0	0	0	

Performance Measures Descriptions

The County road funds are transferred to the Cities where the county road funds are commingled into their transportation operating budgets. The agreements do not require the City to communicate how County funds were to be used. The Cities prescribed allowed use of these funds are defined under ORS 366 which requires funds only be used for the construction, reconstruction, improvement, repair, maintenance, operation and use of public highways, roads, streets and the administration thereof.

Funding obligations are prescribed in the city/county agreements

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$28,968,590	\$0	\$29,854,799
Internal Services	\$0	\$260,718	\$0	\$264,194
Total GF/non-GF	\$0	\$29,229,308	\$0	\$30,118,993
Program Total:	\$29,229,308		\$30,118,993	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$86,906	\$0	\$88,065	\$0
Intergovernmental	\$0	\$22,129,308	\$0	\$23,318,993
Taxes	\$0	\$7,100,000	\$0	\$6,800,000
Total Revenue	\$86,906	\$29,229,308	\$88,065	\$30,118,993

Explanation of Revenues

Monies transferred to the Cities originate from State Highway Money and County Gas Tax received by Multnomah County

Significant Program Changes

Last Year this program was: 91022 City Supplemental Payments

No significant program changes are expected in FY 2015



Program #91026 - Upgraded Ballot Tally System

7/2/2014

Program Contact: Tim Scott **Department: Community Services** Program Offer Stage: As Adopted

Program Offer Type: Innovative/New Program

Program Characteristics: One-Time-Only Request

91008

Executive Summary

Related Programs:

One-time-only request for the replacement of the ballot tally machines and ballot tally system software for Elections.

Program Summary

Multnomah County's optical scan tally machines (ES&S M650) and software have been in use since 2003. The 650s continue to count ballots accurately but due to their age have a high rate of mechanical failure and require almost hourly cleaning and maintenance during peak use. The 650s also have a very low rate of throughput at about 1,000 ballots per hour for 17 inch ballots and about 2,000 ballots per hour for 14 inch ballots. Elections currently owns six 650s but during large election cycles, rents three additional 650's to ensure that ballots can be counted in a timely fashion despite significant downtime due to mechanical failure. ES&S is no longer updating hardware, software or firmware for the system so there is no possibility of upgrades to our current system.

Since 2003, the industry has been moving away from optical scan in favor of digital imaging. Digital imaging technology has several advantages over optical scan including greater throughput and a digitally captured image of every paper ballot. New systems can process ballots eight times faster than the County's current system.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	% of tally machines installed and tested	NA	NA	NA	100%	
Outcome	Tested number of ballots per hour per machine (17" ballot)	NA	NA	NA	TBD	
Efficiency	Percentage improvement in ballots per hour	NA	NA	NA	TBD	

Performance Measures Descriptions

Measure 1 - % of new tally machines to be purchased, installed and tested

Measure 2 - Number of ballots that can be tallied by system per hour per machine

Measure 3 - Percentage improvement in ballots per hour from the old tally system to the new tally system

No legal/contractual obligations associated with this program offer.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Capital Outlay	\$0	\$0	\$500,000	\$0
Total GF/non-GF	\$0	\$0	\$500,000	\$0
Program Total:	\$	\$0 \$500,000		,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues					
Total Revenue	\$0	\$0	\$0	\$0	

Explanation of Revenues

No revenue associated with this program offer.

Significant Program Changes

Last Year this program was:

This is a new one time only program offer.



Program #91027 - Land Use Comprehensive Plan Update

7/2/2014

Department: Community Services **Program Contact:** Karen Schilling

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs: 91020, 91021

Program Characteristics: One-Time-Only Request

Executive Summary

This program offer provides for an update to the County's Comprehensive Plan which identifies land use and transportation planning goals, policies and strategies to protect natural resources and guide development within the unincorporated portions of the County. This program offer is for the first year of a two year process. The total cost of the update is estimated to be \$1,072,000 (\$586,000 in FY2015 and \$486,000 in FY2016).

Program Summary

State law requires each county in Oregon to adopt a Comprehensive Plan consistent with statewide planning goals. Multnomah County's Comprehensive Plan Policy 1(F) indicates that the Plan will be updated every five years beginning September, 1977. Although the Comprehensive Plan has been subject to focused updates in the 1980s and 1990s, a high level re-evaluation of the goals, policies, strategies and structure has not occurred since original adoption in the 1970s. Equally important is that the Program's focus has evolved from urban to rural planning over the last 40 years. However, many of the urban focused plan policies have not been removed sending a confused message about the County's services. Four individual Rural Area Plans were created between 1996 and 2002 to tailor land use planning policies to the individual community level. The four Rural Area Plans are components of the county's Comprehensive Framework Plan and are also in need of update which is currently in progress for only one of the four plans (the Sauvie Island / Multnomah Channel Rural Area Plan). Maintaining these individual Rural Area Plans has proven inefficient over time and the added value to each community is questionable. This program offer will re-incorporate policies and strategies in each of the Rural Area Plans and associated Transportation System Plans back into one combined Comprehensive Framework Plan document reinforcing the fact that Multnomah County serves the entire rural community equitably.

Over time, the Multnomah County Code has also been separated into different chapters each addressing development regulations for a specific rural plan area. The result of this approach has been repetitive regulations which are more difficult for citizens to navigate and understand and more time consuming for staff to maintain. This program offer also includes combining individual chapters of community development codes to streamline and simplify the land use process. Approval of this program offer will demonstrate that the County supports community engagement, permitting efficiencies and recognizes the need to maintain the fundamental planning tools required to successfully protect, preserve and enhance the county's rural community for the next 20 years.

This work represented in this program offer will be performed by a consulting firm, the equivalent of two limited duration County employees and additional support equivalent to one FTE.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of outreach activities conducted	0	0	0	10			
Outcome	Completion of the Updated Comprehensive Framework Plan	0	0	0	50%			

Performance Measures Descriptions

Legal / Contractual Obligation

The Land Use and Transportation Planning Program complies with Federal, State and local laws, supports the values of the Board of County Commissioners and meets the evolving needs of the community by adopting and implementing clear and effective land use and transportation planning policies and regulations. These policies and regulations provide the required venue for public participation and a degree of predictability to neighbors and developers.

This program offer will require a professional services contract with a firm to help guide public outreach and development of policy and regulation amendments.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$0	\$336,000
Contractual Services	\$0	\$0	\$0	\$250,000
Total GF/non-GF	\$0	\$0	\$0	\$586,000
Program Total:	\$0		\$586	5,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:



Program #91028 - Upgrade Street Lights on Two Bridges to LED

7/2/2014

Department:Community ServicesProgram Contact:Ian CannonProgram Offer Type:Innovative/New ProgramProgram Offer Stage:As Adopted

Related Programs: 91015, 91016, 91018 **Program Characteristics:** One-Time-Only Request

Executive Summary

The Willamette River Bridges have hundreds of street lights that enhance user safety during dark hours. Many of the fixtures are old and less energy efficient and less reliable than current lights. This program offer replaces the inefficient fixtures on the Morrison and Hawthorne Bridges and approach structures with new energy efficient LED fixtures. This will yield lower energy costs, lower maintenance costs, and improved safety for users. Work will be completed within FY2015.

Program Summary

The new LED fixtures use 40 to 50 percent less electricity than the existing street lights, resulting in approximately \$22,000 annual electricity savings (\$11,000 on each bridge).

The bulbs last four to five times longer, reducing the number of bulbs that must be replaced annually and reducing the labor to replace the bulbs, which generates additional annual savings of \$19,600 (\$9,800 per bridge). In addition, fewer lane closures will be necessary, resulting in improved traffic flow, safer traffic flow, and less hazard to employees.

The LED fixtures generate a whiter light than the existing high pressure sodium bulbs which improves nighttime visibility, enhances safety, and improves the user experience.

Work will be completed using County forces.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of fixtures replaced	0	0	0	218	
Outcome	Measure energy consumption savings	0	0	0	40%	

Performance Measures Descriptions

This program's success will be determined by the number of fixtures installed. We expect to replace every fixture on the Hawthorne and Morrison bridges, 218 in total, within FY2015. An additional metric is to determine the difference in energy consumed before and after installation, with an assumed savings of 40%.

Legal / Contractual Obligation

Multnomah County is required to maintain and operate its drawbridges in accordance with the River and Harbor Act of 1894, federal regulations (USC 117.750), U.S. Coast Guard regulations (CFR Title 33), State Law (ORS 382.305), 1984 IGA with the City of Portland as amended in 1989, and HB 2041 Section 3a.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$0	\$60,000
Materials & Supplies	\$0	\$0	\$0	\$110,000
Internal Services	\$0	\$0	\$0	\$4,521
Total GF/non-GF	\$0	\$0	\$0	\$174,521
Program Total:	\$	\$0		l,521
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$0	\$0	\$2,145	\$0
Financing Sources	\$0	\$0	\$0	\$174,521
Total Revenue	\$0	\$0	\$2,145	\$174,521

Explanation of Revenues

Revenue for this program offer will come entirely from the Asset Replacement Revolving Fund. This fund will be replenished as the return of investment is recognized.

Significant Program Changes

Last Year this program was:



Program #91030 - Veterinary Services

7/2/2014

Department: Community Services **Program Contact:** Mike Oswald

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs: 91005, 91006, 91007

Program Characteristics:

Executive Summary

This Program Offer would fund essential seven-day-a-week veterinary services for shelter animals and establish a sustainable veterinary services "safety net" for homeless and low income eligible pet owners. Our current staffing level enables us to provide full veterinary services four days a week. On the other three days of the week, we employee relief veterinarians to provide essential health care and spay/neuter surgeries. This Program Offer would fund a veterinary team consisting of one veterinarian and one certified veterinary technician.

Program Summary

The Animal Services division's veterinary team provides essential health care, 365 days a year, for the entire shelter population; performs spay/neuter surgeries for shelter animals, and serves low income pet owners with subsidized spay/neuter surgeries and additional medical procedures. In FY2013 the division cared for 7,745 shelter animals in our small – yet mighty - American Animal Hospital Association accredited, full-service veterinary medical hospital at the shelter. The veterinary program is staffed with one full-time veterinarian and three full-time certified veterinary technicians.

Each year the division's veterinary medical program performs approximately 2,300 spay/neuter surgeries at the shelter,of which nearly 30% were for pets owned by low income pet owners. Our current regular staffing levels enable us to provide full veterinary services four days a week;on the other days, we employee relief veterinarians to provide essential health care and spay/neuter surgeries. Our regular staff performed 1,314 surgeries and the relief veterinary team performed 986. Funding for the relief veterinary team is from private donations which are an unsustainable due to their unpredictability.

Current medical staffing levels can cause delays in scheduling surgery, and extend the stay of animals at the shelter. Delays mean that adopted animals must stay at the shelter waiting for surgery, occupying kennel space for other animals in need. Certified Vet Tech staff regularly run into overtime to complete exams and treatments.

This program would fund an additional full-time licensed veterinarian and a full-time certified veterinary technician. These personnel additions would enable the division to:

- 1. Provide sustainable, high standards of health care for all shelter animals seven-day-a-week.
- 2. Reduce waiting times for spay/neuter surgeries which results in adopted animals going home sooner to their owners.
- 3. Sustain the number of days medical and safety net veterinary services are available to low income pet owners.
- 4. Reduce overtime for Certified Vet Techs
- 5. Reallocate donation funds for complex medical cases that are outsourced to veterinary specialist.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Co-pay Revenue collected	na	na	na	\$5,000		
Outcome	Low Income Pet Owners Served	na	na	na	1,000		

Performance Measures Descriptions

Low Income Pet Owners Served is a measure of the number of spay/neuter surgeries performed for pets owned by low income pet owners. Co-pay revenue is a measure of the funds collected from pet owners for spay/neuter services.

Legal / Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$197,316	\$0
Total GF/non-GF	\$0	\$0	\$197,316	\$0
Program Total:	\$0		\$197	7,316
Program FTE	0.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:

This is a new Program



Program #91031 - Pedestrian Crossing

7/2/2014

Department: Community Services **Program Contact:** Brian Vincent

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs: 91013, 91020

Program Characteristics: One-Time-Only Request

Executive Summary

County major roadways are severely deficient in Pedestrian Crossing points. Previous roadway designs focused on vehicle transit and managed pedestrian crossings predominantly only at intersections. Pedestrians tend to cross at points other than intersections due to the long distances between those intersections. Installation of mid-block crossings can improve pedestrian safety, especially near high-use corridors like shopping centers and schools.

Program Summary

For this initiative, we will purchase and install two Rapid Rectangular Flashing Beacons (RRFB) systems at locations to be determined jointly by County Transportation Staff and the Multnomah County Pedestrian Citizens Advisory Committee. Prime locations are on County's major roadways in East County (examples; NE Halsey St, NE 242nd Ave, NE 257th Ave, NE Glisan St). These RRFBs are the current trend in improving pedestrian safety and have been shown to be highly effective at increasing driver awareness of pedestrian crossing activity and reducing collisions with pedestrians.

Locations anticipated as part of this are:

- 1. NE Halsey at NE 236th Ave (Wood Village). This area serves transit connection and a hotel.
- 2. NE Halsey at NE 243rd Ave (Wood Village). This area serves transit connection, a local school and a city park.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of signal systems installed	0	0	0	2			
Outcome	Driver compliance for stopping at activated signal	0	0	0	80%			

Performance Measures Descriptions

Installation of the signals will impart a safer crossing condtion at the locations identified. To test the efficacy of that installation, several filed surveys will be conducted to determine oveall % of driver compliance. Ideally 100%, ultimately it is a driver behavior that cannot be managed 100%.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Materials & Supplies	\$0	\$0	\$40,000	\$0
Total GF/non-GF	\$0	\$0	\$40,000	\$0
Program Total:	\$0		\$40	000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:

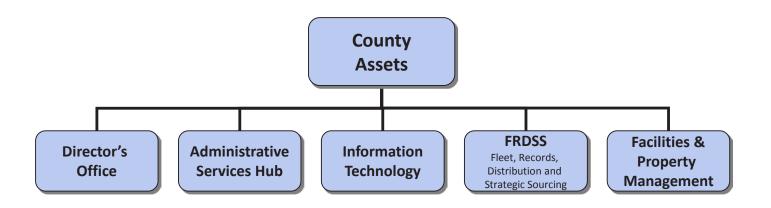
Department Overview

The Department of County Assets (DCA) plans for, acquires, and manages County assets. DCA coordinates the use of the tools and infrastructure that County employees and programs need to provide community services efficiently and effectively. Major programs in the department include:

- Facilities and Property Management, managing over three million square feet of general office, library, court, jail, probation, shop, clinic, and other types of specialized space owned or leased by the County in over 130 locations, and the Facilities Capital programs.
- Information Technology, providing telecommunications, network, and hardware infrastructure support, as well as managing over 5,500 PCs, laptops, and tablets, 114 network circuits, and over 300 business applications used by County employees and business partners.
- Fleet, Motor Pool, Records, Distribution, and Strategic Sourcing, providing countywide services in all of these specialized service areas.
- Administrative Services Hub, providing human resources, procurement, contracting, finance, budget, rate-setting, capital planning, accounts payable, and other administrative services to DCA, the Department of County Management, and the Nondepartmental agencies and offices.

DCA continually evaluates opportunities to implement best practices, integrate service delivery, streamline and improve internal accounting functions, and significantly re-think County business tools and processes. The long-range goals for DCA are driven by the County's efforts to focus scarce financial resources on the delivery of direct services, and include:

- Creating financial accountability and inventory control for County assets;
- Streamlining business processes and implementing best practices for asset portfolio management; and
- Providing cost-effective, customer-focused infrastructure and business services.



Budget Overview

The Department of County Assets (DCA) has an FY 2015 budget of \$232.8 million, a \$44.3 million increase from the FY 2014 Adopted Budget. Only \$0.4 million of this increase is in the General Fund with \$6.1 million budgeted for FY 2015. The remainder includes \$32.2 million in the budget for a new Downtown Courthouse and \$6.9 million in the budget for the new Downtown Health Department Headquarters.

DCA's Capital funds are restructured in FY 2015 to increase transparency in budgeting major construction projects and delineate Library capital projects following the formation of the new Library District:

- Two new funds, Downtown Courthouse Construction (2500) and Health Department Headquarters Construction (2510) have been separated out from Capital Improvement (2507).
- The new fund Library Construction (2506) for Library capital projects includes reassigned funds from both Asset Preservation (2509) and Capital Improvement (2507).

The following program offers in the FY 2015 budget include items funded with one-time-only General Fund cash transfers into Internal Service and Capital Funds:

- Facilities Capital Improvement Program (78006): \$1,000,000 for construction of the Downtown Health Department Headquarters
- Facilities Downtown Courthouse (78013): \$2,300,000
- Columbia River Boathouse and Portage Building (78014): \$100,000
- Animal Services Renovation (78015): \$700,000
- IT Continuity of Operations (78017): \$600,000
- IT Network Convergence (78018B): \$1,139,000

Budget Trends*	FY 2013	FY 2014	FY 2014	FY 2015	
		Current	Adopted	Adopted	
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	307.97	312.90	311.15	320.95	9.80
Personnel Services	\$35,280,173	\$39,056,007	\$41,104,019	\$43,007,822	\$1,903,803
Contractual Services	16,141,702	16,270,507	18,126,112	18,138,403	12,291
Materials & Supplies	39,654,262	41,904,107	48,265,956	46,968,828	(1,297,128)
Capital Outlay	2,102,272	1,382,875	78,049,509	122,037,936	43,988,427
Debt Service	<u>20</u>	<u>45</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Costs	\$93,178,430	\$98,613,540	\$185,545,596	\$230,152,990	\$44,607,394

^{*}Does not include cash transfers, contingencies or unappropriated balances. Program offers DO contain contingencies, transfers, and unappropriated balances.

Successes and Challenges

A number of strategic projects were initiated and/or completed in FY 2014 in support of DCA's long-term goals, including:

- Initiation of Phase II of the Facilities Strategic Plan, an extensive Countywide assessment of the County's building portfolio and future needs performed in collaboration with County programs.
- Successful implementation of the Network Convergence project with over 50% of County employees converted and significant progress toward completing the transition to Voice Over IP (VoIP) by the end of FY 2015.
- Implementation of the Countywide budget system for use in the FY 2015 budget process.
- Successful completion of the fleet maintenance pilot and initiation
 of an IGA with the City of Portland's CityFleet organization to provide
 Countywide fleet maintenance services in FY 2015 utilizing the County's
 Yeon facility.

Other important projects in process include:

- Planning for a new Downtown Courthouse
- Planning and design for the construction of the County's new Health
 Department Headquarters in partnership with Home Forward
- Planning for the redevelopment of the Hansen facility
- Strategic Sourcing efforts to modernize the County's fleet

In all of these projects, DCA considers the County's values and industry best practices. For example, the County's recently-completed East County Courthouse is a LEED Gold-certified building with the data center using onsite well water for primary cooling and providing heat from the servers to heat the building. Our partnership with CityFleet will bring best practices in fleet maintenance and operations to the County. Strategic Sourcing is a procurement best practice that enables the County to implement its values of sustainability and supporting the local economy while potentially improving commodity pricing, streamlining processes and/or minimizing risks.

Key challenges include:

- Effectively managing change. New technologies and streamlined business processes are less effective when employees are not prepared to use them. Ongoing leadership, training, and communication are necessary to maximize the value proposition.
- Focusing on high priority projects. Implementing the highest priorities and providing appropriate oversight and project management ensures project success. DCA is working toward consistent governance and project management practices across all DCA projects.
- Recruiting and retaining excellent employees. Continuing to focus on best practices to retain existing staff and recruit new, diverse staff to fill vacancies.

Diversity and Equity

DCA supports diversity and equity goals through its policies, its mission, vision, and values, and participation in diversity and equity initiatives. DCA is represented on the Equity Council and trains Equity Lens facilitators. DCA is identifying new ways to recruit, analyze adverse hiring decision impacts, and integrate diversity and equity into its culture. DCA's management team attends Executive Learning Series diversity trainings and senior managers utilized the Equity Lens to evaluate FPM and IT projects in FY 2014. In FY 2015, employees will attend the County's new Equity Lens training.

DCA participates in the Summer Youth Intern Program and the College to County Mentorship Program providing opportunities for county youth to be introduced to county job opportunities. The IT Division sponsors iUrban Teen Tech summits to introduce at-risk youth to careers in information technology.

DCA works with Minority, Women, and Emerging Small Business (MWESB) communities and agencies in its procurements to ensure collaboration, solicitation, and partnership with MWESB contractors, vendors, and suppliers to meet the annual division goal of 98% participation in contracts and/or procurements. FPM promotes the MWESB program through the Good Faith Effort Program by making subcontractors aware of County construction projects to allow ample time to provide bids to prime contractors and ensure diverse construction contracting opportunities.

In FY 2015, DCA will apply the Equity Lens to the recruitment process, the strategic sourcing process and to the Phase II Facilities Asset Strategic Planning process.

Budget by Division

Division Name	FY 2015 General Fund	Other Funds	Total Division Cost	Total FTE
Director's Office	\$649,377	\$0	\$649,377	2.00
Facilities and Property Management	0	163,823,517	163,823,517	94.25
Information Technology	0	48,808,994	48,808,994	159.45
Fleet, Records Distribution, and Strategic Sourcing	474,148	14,071,584	14,545,732	26.35
Administrative Services Hub	<u>4,961,154</u>	<u>0</u>	4,961,154	38.90
Total County Assets	\$6,084,679	\$226,704,094	\$232,788,774	320.95

Includes cash transfers, contingencies, and unappropriated balances.

Director's Office

The DCA Director's Office provides leadership, strategic direction, operational assessment, and accountability in oversight and management of County assets, including information technology, facilities and real property, fleet, records, distribution services, and strategic sourcing. The office works with all County departments and elected officials to establish priorities and guidelines for asset acquisition, maintenance, monitoring, replacement, and disposal.

Large capital projects will be a focus in FY 2015. The IT Division will focus on completing the Network Convergence, or VoIP, project and completing the implementation of the County's new budget system, Team Budget. Facilities and Property Management will move forward with planning for the Downtown Courthouse and with the design and engineering of the new Health Department Headquarters building, built in partnership with Home Forward. The County will enter into a service contract with the City of Portland's CityFleet organization for fleet maintenance and repair services, and fleet modernization activities will continue with the Strategic Sourcing plan for fleet vehicle replacements.

Administrative Services Hub teams will continue to streamline services and add value in financial management and reporting. The Human Resources team will further develop strategies and tactics for sourcing and recruiting talented, diverse individuals to fill existing vacancies and prepare for the future.

Significant Changes

There are no significant changes planned for the Director's Office in FY 2015.

Facilities and Property Management

The Facilities and Property Management Division (FPM) manages an inventory of more than 3 million square feet of owned and leased space in 131 buildings geographically dispersed throughout the County. The FPM mission is to proactively plan, operate, and manage all County properties in a safe, accessible, effective, and efficient manner.

While buildings are our business, people are our purpose. We strive to provide innovative, sustainable, and affordable workplace solutions to enable all County programs to deliver effective services to the public. In addition to serving our clients' specific needs, FPM has a broader vision of building thriving communities and promoting stewardship of the taxpayers' assets. FPM supports environmental sustainability and energy efficiency through ongoing energy conservation projects, leadership in County recycling initiatives, sustainable procurement processes, and Green Building construction practices. Our commitment to supporting local businesses and promoting diversity and equity is demonstrated by our use of MWESB and QRF firms for contracted services.

In FY 2014, FPM initiated Phase II of the Facilities Asset Strategic Plan (5-25 years) to analyze the future modernization of our owned and/or leased facility portfolio. Associated with this work is a rate analysis based on current expenses, projected needs, and recent audits. The Equity Lens will be used in this analysis.

Significant Changes

Beginning in FY 2014, and continuing for the next few years, FPM is focusing on developing and implementing a disposition and investment strategy to replace aging and/or under-performing properties. This effort includes major new building construction, redevelopment of disadvantageous sites, and the disposition of unoccupied facilities. In order to address the additional workload, while improving internal processes (recommended in the 2013 Project Management and Deferred Maintenance Audits), FPM is reorganizing, creating new work units and new positions. The costs for new personnel are offset in FY 2015 by reducing operational and capital investments in properties slated for disposition. Changes include:

- Reorganization of the Director's Office and the creation of a new Facilities
 Engineering section to create capacity for major new construction and
 modernization projects spanning the next 5 to 10 years.
- Initiation of key large projects including plans for a new Downtown Courthouse, a new Health Department Headquarters, and the evaluation of the redevelopment of the Hansen facility.
- Implementation of process improvement measures including improved project management practices, a new approach to moves-adds-changes, and the evaluation of technology enhancements to produce greater project transparency and efficiency.

Information Technology

The Information Technology Division's (IT's) mission is to leverage technology to drive innovation, efficiency, and cost savings. IT's vision is to provide residents and County employees the information they need, any time, any place. IT has worked hard to define a mission and vision that focus on providing the services and technologies that County residents and employees deserve, at a cost they can afford. The mission and vision guide the development and implementation of the County's FY 2015 IT initiatives. This solid framework empowers IT employees to solve County business challenges by focusing on priority projects and by embracing new technologies to provide enhanced service and reduce costs.

The IT Division manages more than 5,500 PCs and laptops, 448 virtual servers, 31 physical servers, 125 network circuits, and approximately 300 business applications. IT staff support a wide array of business applications spanning primary health care, social services, transportation and bridges, facilities, finance, payroll, benefits, animal services, emergency management, assessment and taxation, land use and planning, library, jail management, and community justice. In addition, IT staff support the County's public facing web presence as well as an intranet for staff. County employees using these systems are located in 96 different sites across the county, and the technologies required are as diverse as are the lines of business.

Significant Changes

Significant changes for FY 2015 include the substantial completion of the following major projects:

- Network Convergence (Voice Over IP). To complete the majority of the project on an accelerated time frame, the IT budget includes one time only funding of \$1.14 million (Program Offer 78018B).
- Countywide budget system (TeamBudget). The system is being utilized for the first time in FY 2014 for the FY 2015 budget process with enhancements scheduled into FY 2015.
- Mobile Device Management system. The completion of enrollment for all existing County-owned devices is scheduled for FY 2015. Enrollment of new devices was initiated in FY 2014.

The IT Budget also includes one time only funding of \$600,000 to fund two projects designed to increase IT capacity to accommodate alternate work locations and telework capabilities in an emergency event where Continuity of Operation Plans are activated (see program offer 78017).

In addition, IT will continue to work closely with Health Share Oregon to implement changes required by health care transformation initiatives.

fy2015 adopted budget

Fleet, Records, Distribution and Strategic Sourcing

Fleet, Records, and Distribution Services provide operational support services to all County departments and agencies.

- Fleet Services, maintaining and managing over 700 vehicles of various types, including four all-electric vehicles added to the fleet in FY 2012.
- Records and Archive Management, developing and maintaining record retention schedules to ensure that all legal and administrative requirements are met. The program manages over 121 million documents dating back to 1855.
- Distribution Services, providing pick and delivery of mail, supplies and medical lab tests, processing and metering of US Mail, US Mail training and consultation, and management of mail services contracts.

The County's Strategic Sourcing program focuses on the holistic approach to the selection and sourcing of goods and services. This occurs through the development, implementation, oversight and direct delivery of key strategic sourcing practices across the County, providing strategy, leadership, expertise, and analytical information to County departments. The County's first two strategic sourcing-based contracts were renegotiated in FY 2014.

Significant Changes

Significant changes for FY 2015 include:

- In FY 2014, DCA entered into an agreement with the City of Portland to
 pilot the County's use of the City's award winning Fleet Maintenance
 program, CityFleet. As a result of this pilot, for FY 2015, the County expects
 to extend the services being offered by CityFleet to include providing
 fleet maintenance services for the County's entire fleet of vehicles and
 equipment. Services will be available at CityFleet locations and at the
 County's Yeon facility.
- In FY 2015, new technology is planned for both Records and Archive Management and Distribution Services. Outdated records management software and mail sorting hardware will be replaced, respectively.

Administrative Hub

The DCA Administrative Hub provides human resources (HR), procurement, contracting, finance, budget, internal service rate-setting, capital planning, accounts payable, travel and training arrangements, and other administrative services to over 600 County employees in DCA, DCM, and Non-departmental agencies and offices. The functional areas supported include:

- Human Resources and Administration, providing HR services that include strategic planning, recruiting, investigations, performance management, and HR transaction processing. Administrative services include front desk reception, supplies ordering, and timekeeping.
- Procurement and contracting, providing contracting and procurement for commercial services, construction, leases, software, maintenance and repair, and architectural and engineering contracts. This includes contract development, negotiation, risk assessment and management, supplier/ vendor management, and ongoing contract administration.
- Budget and Planning, providing budget, rate-setting, and capital planning services. Activities include Countywide rate analysis and creation, budget development, budget management and oversight, capital planning, and on-going analysis.
- Finance, providing accounts payable and accounts receivable transaction processing, grant accounting, and travel and training arrangements.

Significant Changes

The Administrative Services Hub continues to develop and implement business process improvements that include:

- In conjunction with Central Accounts Payable, the Finance Team is working with the County's utility providers to streamline and automate the payment process for County utility bills.
- The Human Resources Team is developing and implementing improvements to the recruiting process, including in FY 2014, the DCA YouTube Channel featuring videos that spotlight what it is like to work for the County's IT organization and the tech initiatives that are underway. The DCA You Tube Channel can be found at http://www.youtube.com/user/MultcoDCA. The HR team is broadening our social media outreach campaign via LinkedIn and Twitter (@MultcoltJobs) aimed at marketing our clients' job opportunities.
- The Procurement and Contracting Team is standardizing contract development across DCA divisions, and implementing and refining advanced contract development and negotiation techniques.
- The Administrative Services Hub teams are evaluating activities and tasks that can be shared among work teams, maximizing economies of scale and aligning processes across functions.

Department of County Assets

The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order.

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE			
Director's Office								
78000	DCA Director's Office	\$649,377	\$0	\$649,377	2.00			
Facilities & F	Property Management							
78001	Facilities Director's Office	-	3,347,106	3,347,106	6.25			
78002	Facilities Debt Service and Capital Fee Pass Through	-	6,076,621	6,076,621	0.00			
78003	Facilities Operations and Maintenance	-	6,788,600	6,788,600	54.00			
78004	Facilities Property Management	_	6,677,651	6,677,651	11.00			
78005	Facilities Capital Operation Costs	-	1,326,766	1,326,766	9.00			
78006	Facilities Capital Improvement Program	-	65,667,980	65,667,980	0.00			
78007	Facilities Capital Asset Preservation Program	-	10,584,000	10,584,000	0.00			
78008	Facilities Building Materials and Services	-	5,929,163	5,929,163	0.00			
78009	Facilities Utilities Pass Through	-	5,900,000	5,900,000	0.00			
78010	Facilities Lease Management	-	5,990,692	5,990,692	2.00			
78011	Facilities Strategic Planning and Projects	-	1,525,919	1,525,919	8.00			
78012	Facilities Construction Management and Design	-	714,419	714,419	4.00			
78013	Facilities Downtown Courthouse	-	42,494,600	42,494,600	0.00			
78014	Columbia River Boat House and Portage Building	-	100,000	100,000	0.00			
78015	Animal Services Renovation	-	700,000	700,000	0.00			
Information	Technology							
78017	IT Continuity of Operations	-	600,000	600,000	0.00			
78018A	IT Innovation & Investment Projects	-	5,462,275	5,462,275	0.00			
78018B	IT Network Convergence	-	1,139,000	1,139,000	0.00			
78019	IT Planning, Projects & Portfolio Management	-	1,929,877	1,929,877	12.00			
78021	IT Help Desk Services	-	864,044	864,044	7.30			
78022	IT Telecommunications Services	-	2,817,231	2,817,231	5.50			

County Assets

fy2015 adopted budget

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE			
Information Technology (cont.)								
78023	IT Mobile Device Expense Management	0	1,060,329	1,060,329	1.00			
78024	IT Network Services	0	4,266,860	4,266,860	11.50			
78025	IT Desktop Services	0	2,974,349	2,974,349	22.60			
78026	IT Asset Replacement	0	2,865,572	2,865,572	0.00			
78027	IT Health & Human Services Application Services	0	3,483,886	3,483,886	19.80			
78028	IT Public Safety Application Services	0	2,858,061	2,858,061	17.00			
78029	IT General Government Application Services	0	1,107,812	1,107,812	6.00			
78030	IT Data & Reporting Services	0	2,538,046	2,538,046	12.00			
78031	IT SAP Application Services	0	2,307,227	2,307,227	10.00			
78032	IT Enterprise and Web Application Services	0	2,430,164	2,430,164	10.67			
78033	IT Library Application Services	0	214,479	214,479	1.33			
78034	IT Shared Operating Expenses	0	5,888,799	5,888,799	2.50			
78035	IT Data Center & Technical Services	0	4,000,983	4,000,983	20.25			
Distribution,	Fleet, Records and Strategic Sourcing							
78037	Fleet Services	0	3,973,876	3,973,876	9.90			
78038	Fleet Vehicle Replacement	0	6,791,113	6,791,113	0.00			
78039	Motor Pool	0	402,792	402,792	2.00			
78040	Distribution Services	0	2,000,236	2,000,236	6.85			
78041	Records Management	0	903,566	903,566	4.20			
78042	Countywide Strategic Sourcing	474,148	0	474,148	3.40			

County Assets

fy2015 adopted budget

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE	
Administrative Hub						
78044	Administrative Hub Budget & Planning	922,923	0	922,923	7.00	
78045	Administrative Hub Procurement & Contracting	1,861,233	0	1,861,233	14.40	
78046	Administrative Hub Finance	868,404	0	868,404	8.00	
78047	Administrative Hub Human Resources	1,308,593	<u>0</u>	1,308,593	9.50	
	Total Department of County Assets	\$6,084,679	\$226,704,094	\$232,788,774	320.95	

 ${\it Includes \ cash \ transfers, \ contingencies, \ and \ unappropriated \ balances.}$



Program #78000 - DCA Director's Office

7/3/2014

Department: County Assets Program Contact: Sherry Swackhamer

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Department of County Assets (DCA) Director's Office is accountable for leadership in the oversight and management of county assets including information technology, facilities and property management, fleet administration and maintenance, motorpool, records and archive management, distribution services, and the related functions. The Director's Office is also responsible for ensuring department-wide engagement in important county-wide initiatives including Diversity and Equity and the new Wellness Program.

Program Summary

The Department of County Assets (DCA) aligns the management of specific County assets including information technology, facilities and property management, fleet operations, records, and distribution services. The goals of DCA include managing physical assets and the associated costs to ensure that the County's limited resources are invested where they are needed most. DCA management provides leadership, strategic direction, and operational assessment and accountability to ensure these goals are met.

The organization also includes an administrative services hub providing Human Resources and Administration, Procurement and Contracting, and Budget and Finance services. The hub provides these services to DCA, the Department of County Management (DCM), the Chair's Office, the Board of County Commissioners, and other non-departmental entities. The hub is designed to eliminate duplication of resources and streamline processes through economies of scale across these groups.

Additionally, the department includes the county-wide Strategic Sourcing initiative. Strategic Sourcing moves the county to an industry standard practice of commodity planning and sourcing with "just in time" purchasing and direct shipment of office supplies and similar commodities. A county-wide "Strategic Sourcing Council" provides county-wide governance and decision-making.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of Equity Lens project/process equaluations completed	0	0	0	3			
Outcome	Percent of employee performance evaluations completed on time.	0%	0%	0%	95%			

Performance Measures Descriptions

Output - Equity Lens will be used in the evaluation of at least 3 processes/projects (new measure). Outcome - Percent of performance evaluations completed on time (new measure).

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$497,844	\$0	\$391,235	\$0
Contractual Services	\$50,000	\$0	\$50,000	\$0
Materials & Supplies	\$9,500	\$0	\$25,646	\$0
Internal Services	\$22,433	\$0	\$182,496	\$0
Total GF/non-GF	\$579,777	\$0	\$649,377	\$0
Program Total:	\$579,777		\$649,377	
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Other / Miscellaneous	\$579,777	\$0	\$646,932	\$0
Total Revenue	\$579,777	\$0	\$646,932	\$0

Explanation of Revenues

Internal Service charges in the Facilities, Information Technology, Fleet, and Distribution funds support the Director's Office.

Significant Program Changes

Last Year this program was: 78000 DCA Director's Office

No significant changes.



Program #78001 - Facilities Director's Office

7/3/2014

Department: County Assets **Program Contact:** Michael Bowers

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Facilities Director's Office provides comprehensive strategic and operational guidance on real property and facilities to County executives and operating departments. It directs and supports the strategies, policies, and operations of the Facilities Division within the Department of County Assets, and helps ensure the proper operation and functioning of the County's 130+ buildings.

Program Summary

The Director's Office provides the oversight and direction that ensures the functionality and safety of the County's built environment by integrating people, place, processes and technology. Working with County departments, the Facilities Division creates safe and cost effective work environments for County programs operating in a wide variety of types of facilities, from office space to jails to health clinics and libraries.

In addition to Facilities operations, the Director's Office oversees the County's 5-Year Facilities Capital Improvement Program, and ensures that decisions made about County facilities are guided by Climate Action Plan goals (CAP 18-1, 18-2,18-4, 18-8, 18-9).

In 2012, the Facility Asset Strategic Plan (FASP) was completed. During FY 2013 and continuing in FY 2014, the Director's Office will play an integral role in developing and implementing a multi-year recapitalization strategy for aging County facilities, along with a rate analysis review.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Annual Employee Performance Reviews Completed	100%	100%	100%	100%		
Outcome	Sustainability goals integrated into project plans	95%	100%	100%	100%		

Performance Measures Descriptions

All employees will receive annual feedback on their performance, develop appropriate work goals and competencies, and assess professional development opportunities.

FPM strategies and operations are a major component of the Climate Action goals. All facility plans include sustainability criteria that must be considered to achieve the County's Climate Action objectives.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$762,562	\$0	\$859,839
Contractual Services	\$0	\$105,000	\$0	\$120,000
Materials & Supplies	\$0	\$41,970	\$0	\$273,350
Internal Services	\$0	\$1,660,609	\$0	\$2,093,917
Total GF/non-GF	\$0	\$2,570,141	\$0	\$3,347,106
Program Total:	\$2,570,141		\$3,347,106	
Program FTE	0.00	4.50	0.00	6.25

Program Revenues				
Other / Miscellaneous	\$0	\$2,570,141	\$0	\$0
Total Revenue	\$0	\$2,570,141	\$0	\$0

Explanation of Revenues

This program receives internal service reimbursements from the County departments.

Significant Program Changes

Last Year this program was: 78001 Facilities Director's Office

- 1 FTE moved from Facilities Property Management
- 2 FTEs moved from Facilities Operations and Maintenance



Program #78002 - Facilities Debt Service and Capital Fee Pass Through

7/3/2014

Department: County Assets **Program Contact:** Colleen Bowles

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Facilities and Property Management (FPM) manages the Countywide building portfolio allocations for debt and capital cash transfer expenses based on accurate occupancy data.

Program Summary

The Facilities & Property Management Division collects payments from departments for the following obligations: UPDATE Series 2004 Advance Refunding (\$54.2 million) - Full Faith & Credit

Series 2003 Refunding (\$9.6 million) - Full Faith & Credit

Series 2010A (\$9.8 million) - Full Faith & Credit

Sellwood Library 2002 (\$1.1 million) - Capital Lease

Sheriff's Office Warehouse 2010 (\$815,000) - Capital Lease

The outstanding debt issues have funded a number of capital improvements and acquisitions. These include purchase of the Multnomah, McCoy, and Mead buildings, health clinic equipment and improvements, deferred capital maintenance, construction of the East County Courthouse, and various computer applications. All binding obligations were approved by the Board of County Commissioners.

FPM pays building debt service and capital cash transfers which are administratively "passed through" as an expense to County departments. Due to funding requirements by departments for Federal/State/Local grants these expenses are allocated back to the tenants either occupying or leasing the facility. This process equitably distributes costs between County departments and ensures that facilities costs for grant funded projects are appropriately charged to those grants and not subsidized by the County General Fund.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Complete annual allocations to departments	100%	100%	100%	100%		
Outcome	Complete building occupancy data for accurate allocations	100%	100%	100%	100%		

Performance Measures Descriptions

Facilities and Property Management ensures accurate compilation and allocation of occupancy data for departmental reporting and response to internal and external information requests.

Legal / Contractual Obligation

Principal and interest on the full faith and credit obligations, capital leases and intergovernmental agreements are a binding debt obligation of the County. All debt issues and refundings were approved by various resolutions adopted by the Board of County Commissioners.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Internal Services	\$0	\$5,449,771	\$0	\$5,419,771
Cash Transfers	\$0	\$604,310	\$0	\$656,850
Total GF/non-GF	\$0	\$6,054,081	\$0	\$6,076,621
Program Total:	\$6,054,081		\$6,07	6,621
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Other / Miscellaneous	\$0	\$6,054,081	\$0	\$5,419,771
Total Revenue	\$0	\$6,054,081	\$0	\$5,419,771

Explanation of Revenues

This program receives internal service reimbursements from the County departments that occupy space that has been purchased or improved with County-issued debt.

Significant Program Changes

Last Year this program was: 78002 Facilities Debt Service and Capital Fee Pass



Program #78003 - Facilities Operations and Maintenance

7/3/2014

Department: County Assets **Program Contact:** Colleen Bowles

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Facilities Operations and Maintenance (O&M) Program comprises a broad spectrum of services ensuring Multnomah County's 131 buildings are operating and functioning as designed and constructed, as well as, meeting the requirements of County programs and operations. These services are provided to operate, maintain and repair the mechanical. electrical and structural systems in all Multnomah County buildings which total over 3.1 million square feet. We are responsible for operations, services and projects that are regulated by multiple federal, state and local laws, codes and mandates.

Program Summary

The Facilities Operations and Maintenance program consists of 54 FTE in 8 trade groups who cover the 24/7, day-to-day activities necessary to maintain the County's 131 buildings and their respective systems/equipment. Preventive, predictive (planned) and corrective (reactive) maintenance activities form a comprehensive Operations and Maintenance program that:

- •Reduces capital repairs;
- •Reduces unscheduled shutdowns and repairs;
- •Extends equipment and facility life to realize life-cycle cost savings;
- •Conserves energy and resources by optimizing the efficiency of equipment and systems (Climate Action Plan actions 18-4,18-8, and 18-9):
- •Minimizes administrative costs while maximizing human resource capacity;
- •Institutes data collection systems that create management control reports and performance indices of operating effectiveness;
- Provides safe, compliant and functional facilities that meet programmatic requirements;
- Maximizes occupant comfort; and
- •Maintains credible relations with clients by providing well-maintained facilities and information on planned maintenance activities.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	PM work orders schedule	50%	50%	60%	70%		
Outcome	Customer Satisfaction Rating	90%	90%	90%	90%		
Efficiency	Billable hours as a percentage of total available labor hours	70%	70%	70%	70%		
Outcome	Fire, Life, Safety Priority Work Orders (MC09's) completed on time	90	95	95	95		

Performance Measures Descriptions

The percentage of work orders completed/closed indicates the volume of work performed annually, currently approximately 26,000 work orders. This number varies primarily due to the amount of client requested work (e.g. office moves), but overall measures include analysis of hours and dollars allocated.

Customer service surveys are issued with each closed work order notification with a goal of 92% client satisfaction.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$5,736,310	\$0	\$6,052,104
Contractual Services	\$0	\$22,033	\$0	\$12,000
Materials & Supplies	\$0	\$186,966	\$0	\$195,050
Internal Services	\$0	\$774,772	\$0	\$529,446
Total GF/non-GF	\$0	\$6,720,081	\$0	\$6,788,600
Program Total:	\$6,720,081		\$6,78	8,600
Program FTE	0.00	53.00	0.00	54.00

Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$0	\$11,500
Other / Miscellaneous	\$0	\$6,494,775	\$0	\$848,712
Service Charges	\$0	\$225,306	\$0	\$177,972
Total Revenue	\$0	\$6,720,081	\$0	\$1,038,184

Explanation of Revenues

This program received internal service reimbursements from County departments and revenues from external leases or Intergovernmental Agreements.

Significant Program Changes

Last Year this program was: 78003 Facilities Operations and Maintenance

2 positions moved from Compliance unit into Facilities Director's Office



Program #78004 - Facilities Property Management

7/3/2014

Department: County Assets **Program Contact:** Michael Bowers

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Facilities Property Management (FPM) program manages more than 3,000,000 square feet of County facilities space. The team of seven property managers serves as the liaison between County programs and the Facilities Division, coordinating all aspects of building management and activities to ensure the smooth operation of County programs. FPM intends to consolidate Moves-Adds-Changes function with this unit in FY 2015.

Program Summary

Property Managers ensure that all County building users have a single, visible, and accessible point of contact for facilities services. Each have direct oversight of their respective building portfolios, and are responsible for coordinating both routine building activities (such as janitor service, security, and window washing) and repair and/or maintenance projects with the programs operating in County buildings.

Property Managers are instrumental in coordinating sustainability activities such as recycling, managing energy and utility usage, and using sustainable cleaning products in buildings, thus supporting the County's Climate Action Plan. Finally, Property Managers respond to emergencies and coordinate after-hours access to buildings by contractors, community groups, or others.

The Moves-Adds-Changes (MACs) team plans and executes a significant number of personnel shifts in the County for each Department or Division that needs to grow or shrink a function; or to move from one facility into another location.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Public procurement compliance for contracted services	100%	100%	100%	100%			
Outcome	Customer Service Satisfaction Rating	90%	92%	90%	90%			

Performance Measures Descriptions

All procurement activities must be in compliance with statutory mandates and contracting rules.

Facilities customers are emailed a link for a Zoomerrang Customer Service satisfaction survey. Replies and results are reviewed and used for continuous quality improvement.

Legal / Contractual Obligation

The Facilities Division contracts with Qualified Rehabilitation Firms (QRFs) to provide janitorial, landscaping and security services. QRFs hire individuals who would otherwise not have gainful employment. Facilities has over \$7,000,000 in operational contracts, of which \$2.5M are QRF contracts.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,021,107	\$0	\$1,381,548
Contractual Services	\$0	\$4,132,382	\$0	\$4,885,790
Materials & Supplies	\$0	\$430,614	\$0	\$241,900
Internal Services	\$0	\$93,492	\$0	\$168,413
Total GF/non-GF	\$0	\$5,677,595	\$0	\$6,677,651
Program Total:	\$5,677,595		\$6,67	7,651
Program FTE	0.00	8.00	0.00	11.00

Program Revenues					
Fees, Permits & Charges	\$0	\$20,000	\$0	\$0	
Other / Miscellaneous	\$0	\$4,153,566	\$0	\$1,613,701	
Interest	\$0	\$30,000	\$0	\$0	
Beginning Working Capital	\$0	\$710,000	\$0	\$0	
Service Charges	\$0	\$764,029	\$0	\$0	
Total Revenue	\$0	\$5,677,595	\$0	\$1,613,701	

Explanation of Revenues

This program received internal service reimbursements from County departments and revenues from external leases or Intergovernmental Agreements.

Significant Program Changes

Last Year this program was: 78004 Facilities Property Management

Add 1 new Program Manager 1

Moved 2 FTE into program from Capital Operations (MACs unit)

Moved 1 FTE into program from Strategic Planning and Projects (MACs unit)



Program #78005 - Facilities Capital Operation Costs

Program Contact: John Lindenthal 7/3/2014

Department: County Assets

Program Offer Type: Program Offer Stage: As Adopted Internal Service **Related Programs:** 78006, 78007

Program Characteristics: In Target

Executive Summary

The Capital Program Section manages the County's long-term replacement plan for the major building systems in all County owned buildings. The program prioritizes required work within available resources and provides management and oversight of all the required construction, renovation and capital maintenance work in these buildings. The majority of the funding for this offer comes from the Capital Improvement Program (CIP) and Asset Preservation (AP) fees.

Program Summary

The section provides project management services including planning, design, and construction services. Project Managers ensure compliance with policies and statutory requirements including Federal, State and local regulations, Green Building policies, and Minority Women Emerging Small Business (MWESB) policies. They incorporate sustainable practices in accordance with County policies and the Climate Action Plan. Project managers are also responsible for coordinating project activities with building users (both internal and external users), consultants, and contractors, and are a resource for improving service delivery programs' operations in association with capital improvements. The result are buildings that are usable and functional for their intended uses.

Project Managers assure that County capital projects are completed as planned and within their approved budgets. The Project Manager duties, in addition to Capital Improvement Program projects (CIP, Asset Preservation, etc.) include coordinating service request work from departments, while taking into account the needs of operating programs and the need to accomplish work in a cost effective manner.

The Capital Program Section is funded by the Capital Improvement Program (#78006) and the Asset Preservation (#78007) Program Offers. The section provides an annual assessment of all Capital facility needs and develops a specific strategy consistent with available funding, which permits the completion of improvements in a carefully planned approach.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Completed Projects -% of planned fiscal year projects to be completed. Prog Offers 78006A & 78007 combined.	58.8%	85.0%	85.0%	85.0%			
Outcome	Percent of Primary Owned Buildings rated as Tier 1	66.7%	66.7%	66.7%	66.7%			
Quality	Provide monthly FM Capital Status report.	11	12	12	12			

Performance Measures Descriptions

The measures for completed projects and project management costs encompass both the Capital Improvement Program (CIP) and Asset Preservation (AP) program offers. The metric (output) for completed projects are those adopted standalone projects that are scheduled (planned) to be completed in the current fiscal year. Only multi-year projects which are scheduled for completion in the subject year are included in the metric. The project completion metric is set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,643,439	\$0	\$1,246,530
Contractual Services	\$0	\$5,000	\$0	\$5,000
Materials & Supplies	\$0	\$39,408	\$0	\$35,300
Internal Services	\$0	\$125,154	\$0	\$39,935
Total GF/non-GF	\$0	\$1,813,001	\$0	\$1,326,766
Program Total:	\$1,813,001		\$1,32	6,766
Program FTE	0.00	13.00	0.00	9.00

Program Revenues				
Other / Miscellaneous	\$0	\$1,813,001	\$0	\$1,604,641
Total Revenue	\$0	\$1,813,001	\$0	\$1,604,641

Explanation of Revenues

This program is funded through internal service reimbursements from departments and from the Capital Improvement and Asset Preservation Funds.

Significant Program Changes

Last Year this program was: 78005 Facilities Capital Operation Costs

Two existing Moves, Adds, and Changes (MAC's) project manager's are being moved to program offer #78004.

Two temporary positions are being added to allow for advance hiring for two planned retirements in FY15. The plan is to hire to allow a turnover and transition period six months in advance of the planned retirements.



Program #78006 - Facilities Capital Improvement Program

7/3/2014

Department: County Assets **Program Contact:** John Lindenthal

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs: 78007

Program Characteristics: In Target

Executive Summary

The Capital Improvement Program actively monitors, upgrades, and improves the County's portfolio of Tier II and III (substandard) buildings. The program preserves the County's assets by investing in improvements that maintain building values and provide accessible, functional, and energy efficient facilities.

Program Summary

The Capital Improvement Program (CIP) creates an annual 5-year Capital Plan that focuses on the County's 17 primary owned Tier II and III buildings. (Two buildings are Libraries)

A Tier II building is one that is a desirable part of the County's long-term portfolio but has significant deferred maintenance needs which must be addressed. A Tier III building is one that is not economical or impractical to bring to County standards and is therefore designated for disposition. Capital expenditures are avoided or minimized in Tier III facilities pending disposition of the building, if possible. The plan works in conjunction with the Facilities Strategic Plan which provides a basis for a sound investment strategy that addresses building needs and includes projects ranging from equipment upgrades to construction of new facilities over a 10 year horizon.

The program allows Capital, bond/levy, grants, and other funding components to be distributed based on priorities established with the aid of a detailed needs assessment and a decision-scoring matrix. The program looks for project efficiencies that benefit the building users and extend the useful life of the building.

The 5-year CIP Plan sets clear goals and fosters communication with departments as well as providing a tool to facilitate collaboration with both internal and external clients and building users. The program is working on modifying the Facility Asset Management Evaluation (FAME) database into PULSE (Planned Useful Life - System Evaluation). The modified database is a better reflection of the County's business practices on capital improvements.

The Facilities Asset Strategic Plan (FASP) will also alter the projections on capital needs into the future. There is currently an identified capital need estimated at \$25,000,000 per year in fiscal years FY18-FY22. Efforts are underway County-wide to work on our building portfolio's recapitalization needs, which the current 8% annual CIP revenue increases are not adequate to address.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Percent of Planned CIP Projects Completed	62.2%	85.0%	88.0%	85.0%		
Outcome	Percent of Primary Owned Buildings rated as Tier 1	66.7%	66.7%	66.7%	66.7%		

Performance Measures Descriptions

The metric (output) for completed projects are those adopted stand-alone projects that are scheduled to be completed in current fiscal year. Only multi-year projects which are scheduled for completion in the subject year are included in the metric. The project completion metric is set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances.

Legal / Contractual Obligation

Health Dept Headquarters (HDHQ) agreement with Home Forward

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$4,000,000	\$0	\$0
Materials & Supplies	\$0	\$1,120,531	\$0	\$301,479
Internal Services	\$0	\$450,000	\$0	\$0
Capital Outlay	\$0	\$61,058,999	\$0	\$65,191,980
Cash Transfers	\$0	\$0	\$0	\$174,521
Total GF/non-GF	\$0	\$66,629,530	\$0	\$65,667,980
Program Total:	\$66,629,530		\$65,667,980	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues					
Other / Miscellaneous	\$0	\$30,322,511	\$0	\$31,899,480	
Financing Sources	\$0	\$15,700,755	\$0	\$20,412,500	
Interest	\$0	\$110,000	\$0	\$110,000	
Beginning Working Capital	\$0	\$20,000,000	\$0	\$28,384,600	
Service Charges	\$0	\$496,264	\$0	\$1,220,000	
Total Revenue	\$0	\$66,629,530	\$0	\$82,026,580	

Explanation of Revenues

Asset Replacement Revolving Fund (2503): \$476,000 Library Capital Construction Fund (2506): \$2,358,680

Capital Improvement Fund (2507): \$33,791,900 that includes a \$1,000,000 one-time-only General Fund cash transfer Health Department Headquarters Capital Fund (2510): \$45,400,000

Significant Program Changes

Last Year this program was: 78006A Facilities Capital Improvement Fund

Capital Improvement Fund Significant Changes for FY15:

The Library District Capital Fee for capital projects is now fund 2506 and segregated from County capital funds 2507 & 2509. Health Department Headquarters project is now fund 2510 and segregated from County capital fund 2507. Downtown Courthouse project is now fund 2500 and segregated from County capital fund 2507 (see program offer 78013-15)



Program #78007 - Facilities Capital Asset Preservation Program

7/3/2014

Department: County Assets **Program Contact:** John Lindenthal

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs: 78006

Program Characteristics: In Target

Executive Summary

The Asset Preservation (AP) Program is designed to create a self-sustaining fund which provides for the continuing reinvestment and capital work required to keep the County's Tier I buildings safe, reliable, functional and efficient.

Program Summary

The program creates accessible, functional, and energy efficient facilities that provide County services with space that meets their program needs. The program focuses on the County's 34 primary owned Tier I buildings (13 are Libraries) and provides the funding to complete capital projects within these buildings. A Tier I building is one which is designated for long-term retention and which meets current County standards. AP funding is intended to support replacement or repairs to essential building elements such as roofs, plumbing, electrical, heating ventilation air-conditioning (HVAC), Americans with Disabilities Act (ADA) modifications, seismic upgrades, and interior finishes that keep buildings functioning and optimizing their potential. The program prolongs building life and provides the County with assets that are worth their market value. It creates more usable buildings through planned upgrades in equipment and systems intended to meet changing program needs.

The AP program continues to look at the long term County benefits by examining program needs, building needs, flexibility, cost efficiency's, building operations and maintenance. The AP Program is managed via annual 5-year Capital Plans that focus on short-term requirements that are integrated with the long-term Facilities Asset Strategic Plan (FASP). The Capital Plan is based on a comprehensive database which identifies all projected replacement needs in Tier I buildings over three decades and then prioritizes and schedules needed work in the future. This allows Asset Preservation funds, bond/levy proceeds, grants, etc. to be invested based on priority, and optimizes return on investment.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percent of Planned AP Projects Completed	50.0%	85.0%	85.0%	85.0%	
Outcome	Percent of Primary Owned Buildings rated as Tier 1	66.7%	66.7%	66.7%	66.7%	

Performance Measures Descriptions

The metric (output) for completed projects are those adopted stand-alone projects that are scheduled to be completed in the current fiscal year. Only multi-year projects which are scheduled for completion in the subject year are included in the metric. The project completion metric is set at 85%. This allows for flexibility in adjusting project schedules due to County needs and unforeseen circumstances.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$2,000,000	\$0	\$2,500,000
Materials & Supplies	\$0	\$400,000	\$0	\$435,000
Capital Outlay	\$0	\$9,409,000	\$0	\$7,649,000
Total GF/non-GF	\$0	\$11,809,000	\$0	\$10,584,000
Program Total:	\$11,809,000		\$10,58	34,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues					
Other / Miscellaneous	\$0	\$3,732,759	\$0	\$3,164,000	
Financing Sources	\$0	\$541,201	\$0	\$289,350	
Interest	\$0	\$35,040	\$0	\$30,000	
Beginning Working Capital	\$0	\$7,500,000	\$0	\$7,100,650	
Total Revenue	\$0	\$11,809,000	\$0	\$10,584,000	

Explanation of Revenues

- \$7,100,650 carryover of ongoing Asset Preservation projects from FY14 budget
- \$30,000 Interest Earnings \$30,000
- \$3,164,000 Internal Services from County Depts for Asset Preservation fee \$3.75 psf \$3,164,000
- \$289,350 Cash Transfer Asset Preservation fee from Facilities fund 3505

Significant Program Changes

Last Year this program was: 78007 Facilities Capital Asset Preservation

The Library District Asset Preservation fee is now accounted for in Fund 2506. This moves 13 primary owned Tier 1 buildings out of fund 2509 and into fund 2506



Program #78008 - Facilities Building Materials and Services

7/3/2014

Department: County Assets **Program Contact:** Colleen Bowles

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs: 78003

Program Characteristics: In Target

Executive Summary

The Facilities Building Materials and Services program accounts for the procurement, contract administration and consumable inventory of supplies needed to support the County's portfolio of 131 buildings and 3.1 million square feet.

Program Summary

This program provides the materials and services that are required to both extend the resources of the in-house Operations & Maintenance (O&M) staff (PO #78003) and to provide County tradespeople with needed materials and supplies. Contract services are used for those functions or technologies that are needed part-time or intermittently. These contract services include the repair and maintenance of emergency generators, boilers, chillers, and plumbing. Building supplies include lumber, tools, mechanical parts, and consumables such as oil, fluids, filters and light bulbs in order to complete over 10,000 work orders annually.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Requirements contracts renewed/executed prior to expiration	0	0	0	80%		
Outcome	Savings in supply purchases through strategic sourcing initiatives	0	0	0	10%		

Performance Measures Descriptions

Requirements contracts must be properly executed on time to avoid stoppages in work.

An important goal in FY 2015 is to align contracts and supply purchase with the strategic sourcing initiatives in order to foster strategic relationships and achieve savings through bulk purchase of just in time inventory ordering.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$1,829,282	\$0	\$1,170,268
Materials & Supplies	\$0	\$4,214,564	\$0	\$3,723,716
Internal Services	\$0	\$423,205	\$0	\$510,179
Unappropriated & Contingency	\$0	\$525,000	\$0	\$525,000
Total GF/non-GF	\$0	\$6,992,051	\$0	\$5,929,163
Program Total:	\$6,992,051		\$5,92	9,163
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Fees, Permits & Charges	\$0	\$0	\$0	\$20,000
Other / Miscellaneous	\$0	\$5,677,061	\$0	\$18,331,044
Interest	\$0	\$0	\$0	\$25,000
Beginning Working Capital	\$0	\$1,314,990	\$0	\$774,150
Service Charges	\$0	\$0	\$0	\$2,932,955
Total Revenue	\$0	\$6,992,051	\$0	\$22,083,149

Explanation of Revenues

This program received internal service reimbursements from County departments and revenues from external leases or Intergovernmental Agreements.

Significant Program Changes

Last Year this program was: 78008 Facilities Building Materials and Services



Program #78009 - Facilities Utilities Pass Through

7/3/2014

Department: County Assets **Program Contact:** Peggidy Yates

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs: 78011 **Program Characteristics:** In Target

Executive Summary

This program accounts for the energy and utility costs incurred in County facilities including electric, natural gas, water, sewer and waste/recycling for 80 County owned buildings. Expenses are passed through to County Departments as a building specific utility charge based on occupancy. Facility and Property Management's (FPM) Strategic Planning and Projects section monitors, evaluates and approves payment of all building utility expenses as an ongoing effort to increase operating efficiencies and reduce the financial impact on critical County programs and services.

Program Summary

FPM is continously evaluating energy and utility use across the County in order to maximize energy conservation and minimize the County's utility expenses. Utility expenses are charged to the building tenants that either occupy or lease space in County facilities.

Electric utilities constitute 53% of the utility expenses followed by water/sewer, natural gas and waste/refuse. Facilities continues to work with the Office of Sustainability to educate building occupants on the value of recycling and reducing waste going to the landfill. The Energy-Utility Specialist in the Strategic Planning and Project group will be working with the partners to not only address operating efficiencies but working with internal occupants around behaviors to reduce consumption. The existing waste/recycling contract expires in FY 2015 and Facilities will be assessing potential cost savings opportunities and soliciting for a new waste/recycling contract.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Energy Use Intensity (Energy use per square foot)	74	73	73	72	
Outcome	Percent change in utility costs.	-2.5%	-0%	-1%	-0.5%	

Performance Measures Descriptions

Energy Utility Intensity reflects the energy consumption per square foot in County facilities. A declining rate demonstrates increased operating efficiency. Reducing consumption will help to offset utility rate increases in electricity, natural gas, water and waste management.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Materials & Supplies	\$0	\$6,000,000	\$0	\$5,900,000
Total GF/non-GF	\$0	\$6,000,000	\$0	\$5,900,000
Program Total:	\$6,000,000		\$5,90	0,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Other / Miscellaneous	\$0	\$6,000,000	\$0	\$5,365,328
Service Charges	\$0	\$0	\$0	\$534,672
Total Revenue	\$0	\$6,000,000	\$0	\$5,900,000

Explanation of Revenues

This program received internal service reimbursements from County departments and revenues from external leases or Intergovernmental Agreements.

Significant Program Changes

Last Year this program was: 78009 Facilities Utilities Pass Through



Program #78010 - Facilities Lease Management

7/3/2014

Program Contact: Peggidy Yates **Department:** County Assets

Program Offer Type: Program Offer Stage: As Adopted Internal Service

Related Programs:

Program Characteristics: In Target

Executive Summary

The Lease Management team supplements the County's owned real estate portfolio with leased space to ensure departments can deliver programs and services effectively and efficiently to their clients. In addition, lease management is responsible for leasing excess County building space to external clients to reduce vacancy rates. These revenue leases supplement operations and maintenance expenses. The priority is to lease to outside entities that compliment existing County programs and services.

Program Summary

The Lease Management program is responsible for approximately 430,000 square feet, or 14%, of the County's portfolio. The Leasing Section works directly with departments to identify their space needs based upon existing and future program requirements, logistics, operating efficiencies, adjacency opportunities and schedules. Working strategically with Departments to assess future space needs, the staff identifies potential county owned space and leasing options. The team evaluates lease requirements and space needs three to five years in advance to strategically position the Departments' needs and the overall County portfolio.

In addition, working with the Departments in assessing options, Lease Management negotiates lease terms, obtains pertinent public permits, manages landlord disputes and proactively coordinates lease renewals. The program also provides operational support including Board approvals, lease representation, documentation, administration, legal coordination and enforcement. Team members manage leases to the highest professional standards to ensure full compliance and protection of the County's interest.

To reduce vacancy rates and generate revenues that reduce overall rates, Lease Management also works with Departments to evaluate existing and potential vacant space to maximize space utilization. Excess space may be leased to external programs including community service organizations, government agencies and private entities.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Renew critical expense and revenue leases in advance of termination.	100%	100%	100%	100%			
Outcome	Lease revenue and expenses align with annual budget projections.	98%	98%	98%	99%			

Performance Measures Descriptions

Annual lease administration enforcement is managed through the Facilities Lease Administration Database which tracks building data, property tax exemptions, lease expenses, lease rate adjustments, revenue reconciliation and lease renewal/termination dates. Assuring budget projections align with actual revenues and expenses ensure County program budgets reflect actual costs and decreases uncertainty.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$233,749	\$0	\$236,564
Contractual Services	\$0	\$10,000	\$0	\$7,000
Materials & Supplies	\$0	\$5,422,128	\$0	\$5,742,872
Internal Services	\$0	\$19,934	\$0	\$4,256
Total GF/non-GF	\$0	\$5,685,811	\$0	\$5,990,692
Program Total:	\$5,685,811		\$5,99	0,692
Program FTE	0.00	2.00	0.00	2.00

Program Revenues				
Other / Miscellaneous	\$0	\$3,859,413	\$0	\$5,950,368
Service Charges	\$0	\$1,826,398	\$0	\$0
Total Revenue	\$0	\$5,685,811	\$0	\$5,950,368

Explanation of Revenues

The existing revenue leases represent approximately 70,000 square feet and \$2 million in FY 2015. The revenue is applied against operating expenses to reduce Facility rates to County Departments.

Significant Program Changes

Last Year this program was: 78010 Facilities Lease Management



Program #78011 - Facilities Strategic Planning and Projects

7/3/2014

Department: County Assets **Program Contact:** Peggidy Yates

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Strategic Planning and Projects Section is responsible for developing, implementing, and assessing the Division's performance against the Facilities Asset Strategic Plan. The program evaluates and recommends strategic portfolio opportunities includings acquisitions, dispositions, major project development, energy efficiency measures and space utilization while maintaining the integrity of building data to ensure consistent assessment of the County's 3.1 million square foot portfolio.

Program Summary

The Facilities Strategic Planning and Project program includes the ongoing efforts relating to the Facilities Asset Strategic Plan (FASP); property disposition and acquisition; pre-development and evaluation of major portfolio projects; energy and utility strategy relating to operating costs and the Climate Action Plan and building data integrity. Phase II of the Facilities Strategic Planning effort supports the development of detailed Facility Assessments of a select number of County owned buildings.

The strategic section coordinates the overall county portfolio including the acquisition and disposition of County assets, planning major capital projects and long term space optimization. The strategic team members continues to focus on the Facility Asset Strategic Plan which is focused on balancing the Departmental needs against the portfolio capacity. A few of the efforts include the disposition of the Morrison Bridgehead, the critical planning of the Health Department Headquarters construction, planning for a new Downtown Courthouse, and the potential Hansen redevelopment.

The Building Data Management Center section is responsible for ensuring building data is accurate, complete and timely for owned and leased property as well as providing technical building data to clients and staff. This includes County building location, occupancy and emergency maps as well as critical building system data. In addition, this section is enhancing the Planned Useful Life System Evaluation (PULSE) data base for predicting life cycle investments. This data base will be enhanced with the electronic tagging of equipment to track warranty information, repair and routine maintenance for more accurate life cycle analysis information to support long term asset planning.

If it is determined that it is economically viable to enter into a long term Energy Service Performance Contract, the energy and utility section will be taking on the responsibility of managing the contract including capital expenditures, constructions efforts and performance monitoring.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	% complete of PULSE database for 900 key bldg systems in 45 County owned bldgs.	60%	98%	85%	98%		
Outcome	Disposition of surplus property completed.	1	2	1	4		
Outcome	Reduce County's carbon footprint from owned facilities by 2% annually (per Climate Action Plan).	(3.7%)	(2%)	(2%)	(2%)		

Performance Measures Descriptions

PULSE extracts critical equipment information including installation dates and costs from SAP to quantify the current and future replacement dates and costs of key critical systems by building to support strategic planning, asset management, and capital planning. Dispositions of surplus and underutilized property is a function of long term portfolio management to reduce operating costs and invest proceeds into valuable assets. The reduction of carbon emissions supports the sustainability goals outlined in joint Multnomah County and City of Portland Climate Action Plan.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,089,540	\$0	\$1,146,111
Contractual Services	\$0	\$250,000	\$0	\$290,000
Materials & Supplies	\$0	\$68,361	\$0	\$59,700
Internal Services	\$0	\$104,698	\$0	\$30,108
Total GF/non-GF	\$0	\$1,512,599	\$0	\$1,525,919
Program Total:	\$1,512,599		\$1,52	5,919
Program FTE	0.00	8.00	0.00	8.00

Program Revenues				
Other / Miscellaneous	\$0	\$1,112,599	\$0	\$0
Beginning Working Capital	\$0	\$400,000	\$0	\$0
Total Revenue	\$0	\$1,512,599	\$0	\$0

Explanation of Revenues

This program received internal service reimbursements from County departments and revenues from external leases or Intergovernmental Agreements.

Significant Program Changes

Last Year this program was: 78011 Facilities Strategic Planning and Projects

1 FTE moved to Property Management section to consolidate Move, Add, Changes (MACs) work



Program #78012 - Facilities Construction Management and Design

7/3/2014

Department: County Assets **Program Contact:** Michael Bowers

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Facilities Construction Management and Design program is responsible for supporting the goals, objectives and priorities of the County through the delivery of large scale facilities construction projects. These projects are critical to creating an efficient building portfolio that serve employee and public access needs while prudently investing taxpayer dollars.

Program Summary

The County envisions completing \$300 million to \$400 million of new facility construction, remodeling, redevelopment and recapitalization over the next decade. This program is responsible for real estate development, engineering design, construction, and project management for new construction and/or repair and alterations for complex, multi-use, public facilities.

The team of Professional Engineers is responsible for managing the planning, scheduling and coordination of major design and construction projects. This includes performing complex risk management, public process and other management functions. Integrating several disciplines into the design to achieve efficient building operations and maintenance is of utmost importance.

Key projects include the new Health Department Head Quarters to replace the McCoy Building and planning for a replacement facility for the Downtown Courthouse.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	5 Year Major Investment Plan complete	0	0	0	100%	
Outcome	RFP for new Court Facility	0	0	0	20%	

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$0	\$625,669
Contractual Services	\$0	\$0	\$0	\$65,000
Materials & Supplies	\$0	\$0	\$0	\$9,000
Internal Services	\$0	\$0	\$0	\$14,750
Total GF/non-GF	\$0	\$0	\$0	\$714,419
Program Total:	\$0		\$714	l,419
Program FTE	0.00	0.00	0.00	4.00

Program Revenues				
Other / Miscellaneous	\$0	\$0	\$0	\$667,122
Total Revenue	\$0	\$0	\$0	\$667,122

Explanation of Revenues

This program received internal service reimbursements from County departments and revenues from external leases or Intergovernmental Agreements.

Significant Program Changes

Last Year this program was:

This is a new program for FY 2015.



Program #78013 - Facilities Downtown Courthouse

7/3/2014

Department: County Assets **Program Contact:** Michael Bowers

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request, Out of Target

Executive Summary

The new Downtown Courthouse will replace the functionally obsolete 100 year old existing courthouse. The new courthouse will be based on the current standards in courthouse design and construction, energy efficiency as well as operational efficiency. The County will have a Business Case Analysis prepared and study the alternative of using a Public-Private-Partnership for delivery of the project.

Program Summary

The Multnomah County Downtown Courthouse is functionally obsolete and is in need of replacement. The County has hired the National Center for State Courts (NCSC) to perform a programming study to determine the appropriate size and operational structure for a new Downtown Courthouse. Partnerships BC has been hired by the County to perform a Business Case Analysis and evaluate the use of a Public-Private-Partnership as a possible delivery method.

Day CPM with HDR will act as the Owner's Representative and assist the County in delivering the project. This will include supporting NCSC on the programming, collaborating with Partnerships BC on the Business Case Analysis, site selection, and selection of a delivery method with accompanying preparation of procurement documents.

The programming study will be used to prepare a concept design of the new courthouse. The concept design will be tailored to site size and location. Site selection criteria will be prepared to allow for an evaluation of possible locations of a new Downtown Courthouse. Using the concept design, the County will prepare a Request for Interest from landowners to determine their interest in selling or trading land. Once sites have been shortlisted, the County will prepare a Phase 1 Environmental assessment and Phase II assessment on the preferred site.

A detailed cost estimate will be performed that includes construction and operation for a new Downtown Courthouse. The construction and operational cost estimates will be input into the financial model for the Business Case Analysis. The results of the Business Case Analysis will allow the County to choose a project delivery model. Procurement documents will be prepared for the design and construction of the new Downtown Courthouse.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Completion of Business Case Analysis	0	0	0	100%		
Outcome	Select site for purchase	0	0	0	90%		

Performance Measures Descriptions

The metric (output) is the Business Case Analysis will be 100% complete by the end of FY 2015. The site selection criteria will be 90% complete by the end of FY 2015.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$0	\$150,000
Contractual Services	\$0	\$0	\$0	\$2,150,000
Capital Outlay	\$0	\$0	\$0	\$40,194,600
Total GF/non-GF	\$0	\$0	\$0	\$42,494,600
Program Total:	\$0		\$42,49	94,600
Program FTE	0.00	0.00	0.00	0.00

Program Revenues						
Intergovernmental	\$0	\$0	\$0	\$15,000,000		
Financing Sources	\$0	\$0	\$0	\$27,494,600		
Total Revenue	\$0	\$0	\$0	\$42,494,600		

Explanation of Revenues

- \$915,083 cash transfer balance of FY13 \$1M budget from fund 2507 to fund 2500
- \$9,279,517 cash transfer of PDC funds for Hawthorne Bridge Ramp Move Project from fund 2507 to fund 2500
- \$2,300,000 One Time Only cash transfer from County General Fund
- \$15,000,000 from State of Oregon for purchase of property to site new Downtown Courthouse
- \$15,000,000 One Time Only Financing Proceeds as Match for State funds

Significant Program Changes

Last Year this program was:

The new Downtown Courthouse (DTCH) project was in fund 2507 in FY14. FY15 now uses fund 2500 to account for this project specifically.



Program #78014 - Columbia River Boat House and Portage Building

7/3/2014

Department: County Assets **Program Contact:** Michael Bowers

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request, Out of Target

Executive Summary

This program offer requests one-time resources to plan for replacing an existing, poor condition Marine Building at Metro's Gleason facility that houses the Sheriff's Office Columbia River Patrol unit.

Program Summary

The purpose is to renovate or replace the former Portage Marine Building at Metro's M. J. Gleason Marine Facility, located at 4141 Marine Drive, Portland, Oregon. This is a 3,250 square foot, single story flat-roofed, concrete tilt up building which has been deemed unsafe.

The County has an interest in upgrading or replacing the Building for use by the Sheriff's Office as a marine equipment maintenance shop in support of sustaining the needed Columbia River safety and security presence.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Meet 2030 Columbia River facility need.	0	0	0	100%	
Outcome	Design new facility in FY15.	0	0	0	90%	

Performance Measures Descriptions

N/A

N/A

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Capital Outlay	\$0	\$0	\$0	\$100,000
Total GF/non-GF	\$0	\$0	\$0	\$100,000
Program Total:	\$0		\$100	,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Financing Sources	\$0	\$0	\$0	\$100,000
Total Revenue	\$0	\$0	\$0	\$100,000

Explanation of Revenues

50320 \$100,000 One Time Only Cash Transfer from County General Fund

Significant Program Changes

Last Year this program was:

This program offer did not exist in FY14. The purpose is to plan for renovating or replacing the former Portage Marine Building which has been deemed unsafe and is used by the Sheriff's Office as a marine equipment maintenance shop supporting the Columbia River safety and security presence.



Program #78015 - Animal Services Renovation

7/3/2014

Department: County Assets **Program Contact:** Peggidy Yates

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request, Out of Target

Executive Summary

Facilities and Property Management is requesting \$700,000 for the programming, design, construction, resulting reconfiguration and possible expansion of the County's Animal Services office operations. In addition, a portion of these funds may be spent to evaluate the potential opportunity to open a satellite adoption facility closer to the County's population center. The current facility is inadequate to meet the needs of the over 90,000 walk-in customers and the intake of approximately 8,000 animals annually.

Program Summary

The Animal Services operation in Troutdale provides critical and unique public service to the Multnomah County community, including animal adoptions, licensing, business transactions, and call center operations. The Animal Shelter provides intake and shelter services, and provides health care to homeless, stray, sick and abused pets. Public space for the 90,000 walk in clients per year is currently limited to the main entry hall of the facility which is shared with volunteers, in-take of animals and critical overflow activities. The existing situation is extremely challenging for customers, as well as the over 250 volunteers and 50 staff that support the operation.

In addition to planning the renovation of the Troutdale location, a portion of these funds may be used to determine the economic feasiblity of a satellite location closer to the County's population center for pet adoptions as well as the Outreach and Fostering programs.

This one time only request is focused on providing increased, dedicated public space for employees, volunteers and clients to conduct business, interact with animals, provide training as required and make services more accessible to the community.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Plan/design facility modifications	0	0	0	90%	
Outcome	Meet projected 2025 space requirements	0	0	0	0	

Performance Measures Descriptions

N/A

Legal / Contractual Obligation

Facilities and Property Management is obligated to work with the City of Troutdale for design review and all necessary permitting.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Capital Outlay	\$0	\$0	\$0	\$700,000
Total GF/non-GF	\$0	\$0	\$0	\$700,000
Program Total:	\$0		\$700	,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Financing Sources	\$0	\$0	\$0	\$700,000
Total Revenue	\$0	\$0	\$0	\$700,000

Explanation of Revenues

50320 \$700,000 One Time Only Cash Transfer from County General Fund.

Significant Program Changes

Last Year this program was:

This program offer did not exist in FY14 and will provide increased, dedicated public space for employees, volunteers and clients to conduct business, interact with animals and make services more accessible to the community.



Program #78017 - IT Continuity of Operations

7/3/2014

Department: County Assets **Program Contact:** Rodney Chin

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request, Out of Target

Executive Summary

This program offer funds the Information Technology (IT) department's ability to support remote access from alternative work site locations. A recent Continuity of Operations Planning (COOP) exercise and an actual outage of multiple buildings identified the need for increased IT capabilities for mobility and remote access to applications from alternate work sites. Current licensing and system capacity is inadequate to support this requirement.

Program Summary

This program offer supports two projects designed to increase IT capacity to accommodate alternate work locations in an event where COOP plans are activated - 1) increasing capacity and redundancy for remote access to systems and applications, and 2) increasing wireless network capacity and redundancy. The result is a reduced risk of staff not being able to perform their essential functions from identified alternate work site locations.

Project 1: The remote access project will increase capacity and redundancy for Virtual Private Network (VPN) access from locations outside County facilities. Our current solution is almost 10 years old and was originally designed primarily for IT use with a planned user base of approximately 200 users. Since then, with teleworking options, staff mobility increasing, and the enhanced focus on COOP county-wide, the demand for VPN access continues to grow. This project will include analysis and replacement of the current VPN system to ensure COOP needs are addressed for large-scale remote access to County applications.

Project 2: For many of the same reasons, reliance on the County wireless network has grown significantly. IT has attempted to meet the demands by continuing to expand the wireless network to more County sites. This program offer's wireless expansion scope will increase County-wide wireless capacity in addition to providing redundancy of the wireless system to minimize disruptions to this critical IT service. Wi-Fi access will be expanded to selected County locations to support relocation and alternate work environments within the County. It will also increase hardware and licensing to provide fully redundant controllers for the wireless network.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Meets licensing requirements to support County access to VPN and wireless services.	0	0	0	100%			
Outcome	Provides VPN and wireless capacity and redundancy identified by the County's COOP plan.	0	0	0	99%			

Performance Measures Descriptions

Output – This measure is designed to ensure VPN and wireless licensing meet the Continuity of Operations relocation requirements.

Outcome – This measure is designed to ensure VPN and wireless system capacity and redundancy meet the Continuity of Operations requirements.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$0	\$600,000
Total GF/non-GF	\$0	\$0	\$0	\$600,000
Program Total:	\$0		\$600	0,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Financing Sources	\$0	\$0	\$0	\$600,000
Total Revenue	\$0	\$0	\$0	\$600,000

Explanation of Revenues

One time only general fund request.

Significant Program Changes

Last Year this program was:

New Program



Program #78018A - IT Innovation & Investment Projects

7/3/2014

Department: County Assets **Program Contact:** Tracey Massey

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The IT Innovation and Investment offer provides funding and governance for the one-time-only portion of IT capital projects greater than \$75,000. These dollars are available to all departments, MCDA, & MCSO via an application & evaluation process that defines the criteria and governance for selecting and monitoring cross-departmental technology capital investment projects. The process was designed to ensure the County measures and receives value from these investments.

Program Summary

The County Operations Council functions as a county-wide IT advisory group to oversee the county's cross-departmental capital investments in technology. The program includes carryover dollars for 7 previously approved projects that either support the entire county or support Department specific initiatives including DCJ, DCM/HR, DCM/BO, DCA/Facilities.

Projects that are fully in process:

- -Network Convergence (Voice Over Internet Protocol has been implemented for about 50% of employees, full rollout across the County will continue through FY2015)
- -County-wide Budget System (TeamBudget system went live in FY2013 for use in the FY2014 budget cycle, however full implementation will continue in FY2014)
- -SAP Enhancements--eTimesheets, SRM Optimization, and Performance Management projects are underway
- -ERP Analysis and Recommendation project is in process
- -MHASD Evolv Optimization

Projects in evaluation/analysis:

- -DCJ Content Management
- -Facilities Asset/Portfolio Management-Phase 1 (FM Tracker Replacement)
- -Healthcare Transformation

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of projects monitored per monitoring process	100%	100%	100%	100%		
Outcome	Strategic reports shared with leaders improving transparency.	NA	NA	NA	12		

Performance Measures Descriptions

Output Measure - 100% of the funded projects will be monitored by Operations Council per the established monitoring rules.

Outcome Measure - This measure is designed to ensure that information and data concerning strategic IT projects are consistently shared with County leadership. This measure helps provide transparency to the work of County IT.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds	
Program Expenses	2014	2014	2015	2015	
Personnel	\$0	\$328,720	\$0	\$817,330	
Contractual Services	\$0	\$4,796,363	\$0	\$4,347,761	
Materials & Supplies	\$0	\$1,418,884	\$0	\$70,000	
Capital Outlay	\$0	\$1,068,312	\$0	\$227,184	
Total GF/non-GF	\$0	\$7,612,279	\$0	\$5,462,275	
Program Total:	\$7,612,279		\$7,612,279 \$5,462,275		2,275
Program FTE	0.00	2.00	0.00	0.00	

Program Revenues				
Financing Sources	\$0	\$1,500,000	\$0	\$0
Beginning Working Capital	\$0	\$6,112,279	\$0	\$5,462,275
Total Revenue	\$0	\$7,612,279	\$0	\$5,462,275

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78013A IT Innovation & Investment Fund



Program #78018B - IT Network Convergence

7/3/2014

Department: County Assets **Program Contact:** Gary Wohlers

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request, Out of Target

Executive Summary

This program offer provides additional funding for the network convergence project (VoIP) for the necessary staffing and equipment to complete the upgrades and migration of the remaining 90 sites on an accelerated schedule, excluding the Courthouse, Hansen and Justice Center sites.

Program Summary

IT has successfully migrated the Multnomah, Lincoln, Multnomah County East, Mead and multiple Library buildings. During these upgrades, IT learned more about the complexity of the work along with the discovery of unplanned equipment and power upgrades required to convert a site. IT also identified that the team is not staffed at the appropriate level to implement a new system while trying to manage an old and a new system at the same time. To complete the work on an accelerated schedule, IT will temporarily increase the number of resources working on this effort and incorporate the lessons learned from the initial deployments to the remaining locations. The accelerated schedule will reduce the risks associated with the current schedule including the increased cost of maintaining two systems, the cost of the additional circuits to support two systems, and the increased risk of major system failures and outages running on an end-of-life, 30 year old phone system.

Excluding the Downtown Courthouse, the Hansen Building, and the Downtown Justice Center, IT has implemented 43% (2,000) of the total phones and 11% of the total locations (10 locations) to be converted. The three buildings that are excluded cannot be readily converted to VoIP due to the age of their infrastructure, thus they are being evaluated separately.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Total planned phones to be converted to VoIP by June 2015.	0	0	0	2700			
Outcome	Total planned call centers to be converted to VoIP by June 2015.	0	0	0	26			
Outcome	Total locations to be converted to VoIP by June 2015.	0	0	0	80			

Performance Measures Descriptions

These measures establish the target to complete the county's conversion to the new VoIP system by June 2015 excluding the Courthouse, Hansen and Justice Center buildings.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$0	\$422,800
Capital Outlay	\$0	\$0	\$0	\$716,200
Total GF/non-GF	\$0	\$0	\$0	\$1,139,000
Program Total:	\$0		\$1,13	9,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Financing Sources	\$0	\$0	\$0	\$1,139,000
Total Revenue	\$0	\$0	\$0	\$1,139,000

Explanation of Revenues

This program will receive one-time resources from the County General Fund.

Significant Program Changes

Last Year this program was:

New program for additional funding for the voice over internet protocol Convergence project.



Program #78019 - IT Planning, Projects & Portfolio Management

7/3/2014

Department: County Assets **Program Contact:** Tracey Massey

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The IT Planning, Projects, and Portfolio Management offer focuses on the processes, procedures, and tools necessary to support the successful management of strategic IT projects. The program also includes oversight of the Bond funded projects and Board approved projects, as well as ensuring project management standards and processes are in place across the Department of County Assets division of Information Technology.

Program Summary

The program includes the staff responsible for developing and implementing industry standards for managing IT projects, especially high-risk capital projects. Skilled project managers provide the hands-on expertise needed to successfully manage risk and complete these projects. This program coordinates and manages the quarterly strategic planning and review process. The quarterly planning process ensures that the right resources are focused on the strategic IT projects within the County. The output from these meetings is shared with departmental leaders countywide. The program also includes contract/vendor/partner management for outsourcing and/or intergovernmental agreements, associated with strategic projects. In FY2013, the IT Project Portfolio consisted of 269 projects active during the course of the year and 236 of completed projects. The Planning, Projects, and Portfolio Management group maintains a Strategic Project Portfolio consisting of approximately 20 of the highest priority projects across the County.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Increased percentage of planned work for the PPPM team.	72%	80%	75%	75%		
Outcome	Strategic reports shared with leaders improving transparency.	4	4	4	4		

Performance Measures Descriptions

Output Measure - This measure is designed to ensure that project management staff are working on planned project work rather than administrative support. Planned project work is the primary focus of this program offer.

Outcome Measure - This measure is designed to ensure that information and data concerning strategic IT projects are consistently shared with County leadership. This measure helps provide transparency to the work of County IT.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,665,884	\$0	\$1,693,011
Contractual Services	\$0	\$65,000	\$0	\$60,000
Materials & Supplies	\$0	\$171,294	\$0	\$176,766
Internal Services	\$0	\$100	\$0	\$100
Total GF/non-GF	\$0	\$1,902,278	\$0	\$1,929,877
Program Total:	\$1,902,278		\$1,92	9,877
Program FTE	0.00	10.00	0.00	12.00

Program Revenues				
Other / Miscellaneous	\$0	\$1,902,278	\$0	\$1,929,878
Total Revenue	\$0	\$1,902,278	\$0	\$1,929,878

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78015 IT Planning, Projects & Portfolio Management



Program #78021 - IT Help Desk Services

7/3/2014

Department:County AssetsProgram Contact:Dan GortonProgram Offer Type:Internal ServiceProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Help Desk program offer provides a single point of contact for computer system troubleshooting, information, mobile device support and technical assistance. It supports County staff in furthering their goals to serve the citizens of Multnomah County. Friendly and professional staff provide support, track service requests, answer questions, offer informal instruction, resolve problems or escalate them to other IT teams.

Program Summary

Help Desk Services provides support and proactive diagnosis of computer equipment and software issues for over 4,500 employees and business partners. By focusing on first call resolution of problems, such as inability to access documents, working with Word documents, spreadsheets, and other desktop applications, the Help Desk is able to minimize escalations to other IT teams and resolve customer problems as quickly as possible. The Help Desk provides support of mobile devices in use by county staff. Mobile support includes setup and delivery of mobile phones, support while using county mobile devices and management of mobile phones in the county's mobile management tool. Services are provided 24x7, 365 days a year to ensure that customer needs are addressed in a timely manner to enable county employees to focus on their mission to serve the public. In addition to resolving specific issues with desktop applications and vendor provided applications, the Help Desk also provides ad hoc training for software and hardware use, in order to minimize future problems that hinder employees' ability to work effectively. Help Desk staff provides support and help for internal IT functions such as the Applications, Desktop, Data Center, and Administration groups. The Help Desk averages 2,500 customer tickets per month. Of those tickets, an average of 61% are resolved at the Help Desk. The other 39%, that are not able to be resolved at the Help Desk, are escalated to Level 3 IT support for resolution.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of customer tickets	28,290	38,000	33,600	34,000		
Outcome	Abandonment rate	5%	5%	5%	5%		
Outcome	Calls resolved at the Help Desk	61%	65%	60%	60%		

Performance Measures Descriptions

These measures are industry standards for Help Desk organizations.

Output Measure - Number of help desk tickets created based on calls from customers.

Outcome Measure - Abandonment rate = customer calls the Help Desk but then hangs up.

Outcome Measure - Calls Resolved at the Help Desk without requiring escalation.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$983,623	\$0	\$854,199
Contractual Services	\$0	\$60,000	\$0	\$0
Materials & Supplies	\$0	\$183,945	\$0	\$9,845
Total GF/non-GF	\$0	\$1,227,568	\$0	\$864,044
Program Total:	\$1,227,568		\$864	1,044
Program FTE	0.00	7.90	0.00	7.30

Program Revenues				
Other / Miscellaneous	\$0	\$1,227,568	\$0	\$864,044
Total Revenue	\$0	\$1,227,568	\$0	\$864,044

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78017 IT Help Desk Services



Program #78022 - IT Telecommunications Services

7/3/2014

Department: County Assets **Program Contact:** Rodney Chin

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Telecommunications program manages all voice and video communication services for about 5,000 County and partner employees. The services provided by this program facilitate communication with citizens, business partners, and employees.

Program Summary

The County maintains an enterprise voice system that processes over 25,000 incoming calls and voice mails each day. This program coordinates the installation and maintenance of all voice equipment and associated technologies including: wiring, switching and routing equipment, desk phones, call center consoles and connectivity to the public telephone system. Telecom is responsible for supporting phones and applications for about 5,000 customers across 99 County locations. Telecom works closely with Departments to identify communication needs and then implement technologies to address them. Key services supported by this program include all County call centers, such as the Mental Health Crisis line. Large projects coordinated by Telecom include office relocations, facilities provisioning, and remodeling. Telecom also manages the acquisition, configuration, and maintenance of 26 video conferencing units at 14 locations. These are used heavily by the State Courts, Department of Community Justice, and Public Defenders. Telecom is in the process of migrating to a new technology platform funded in program offers 78018A & B IT Network Convergence.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Average time (in hrs) to respond to high priority incidents	1	1	1	1		
Outcome	High priority incidents resolved within 12 hours	99%	98%	98%	98%		

Performance Measures Descriptions

Output Measure - High priority incidents are problems that cause service disruptions. This measure is designed to ensure problems reported to the Help Desk are logged, assigned and dispatched to technicians as a priority. Outcome Measure - Measures the amount of time required to resolve high priority incidents. This measure is designed to ensure support teams respond in a timely manner to high priority incidents.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$693,919	\$0	\$784,689
Materials & Supplies	\$0	\$1,946,789	\$0	\$1,911,386
Internal Services	\$0	\$16,580	\$0	\$121,156
Total GF/non-GF	\$0	\$2,657,288	\$0	\$2,817,231
Program Total:	\$2,657,288		\$2,81	7,231
Program FTE	0.00	5.00	0.00	5.50

Program Revenues				
Other / Miscellaneous	\$0	\$2,657,288	\$0	\$2,518,047
Service Charges	\$0	\$0	\$0	\$299,184
Total Revenue	\$0	\$2,657,288	\$0	\$2,817,231

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78018 IT Telecommunications Services



Program #78023 - IT Mobile Device Expense Management

7/3/2014

Department: County Assets **Program Contact:** Tony Dornbusch

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Mobile Device Expense Management program offer centralizes the management of all wireless voice and data communications for approximately 4,500 County employees. The services provided by this program facilitate communication with citizens, business partners, and employees. This group contracts, purchases, provisions, tracks, and oversees the usage and payment for wireless (cellular) devices and the related services for the County. This includes cell phones, pagers, tablet computers, smart phones, and aircards.

Program Summary

The County maintains approximately 1,600 wireless devices. This group works closely with Departments to identify wireless communication needs then set standards for devices and service plans to address these needs. This program coordinates the acquisition of all cellular devices as well as the provisioning of the cellular services for these devices, also known as mobile devices. This group works closely with IT, Desktop and Security, as well as Departments to identify mobile communication needs then sources and/or negotiates the services for delivery to internal County customers.

In addition to managing risk, a primary goal of this program is to reduce the overall cost of mobile devices and services by 10% over similar costs from the prior fiscal year. The baseline for this measure will be set at the end of fiscal year 2013 and will likely be based upon total overall expenses translated into an average cost per minute metric. The total overall costs will include personnel and non-personnel expenses plus the costs for all wireless services. FY14 Savings is expected to be flat due to one time costs of implementing a Telecom Expense Management system and the associated work efforts that will be required to achieve the automation goals of the project.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Percent of processed new and replacement mobile device requests including audit of carrier records for exce	0%	99%	99%	99%			
Outcome	Reduce overall cost over prior year	N/A	8.2% Savings	8% Savings	2% Savings			

Performance Measures Descriptions

Output - Program will process 99% of all new and replacement mobile device requests following procedures and will audit carrier records for any exceptions not ordered by program.

Outcome - Reduce overall cost of mobile devices and services by 10% over similar costs from the prior fiscal year.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$94,193	\$0	\$122,862
Contractual Services	\$0	\$60,000	\$0	\$60,000
Materials & Supplies	\$0	\$783,704	\$0	\$877,467
Internal Services	\$0	\$9,969	\$0	\$0
Total GF/non-GF	\$0	\$947,866	\$0	\$1,060,329
Program Total:	\$947,866		\$1,06	0,329
Program FTE	0.00	1.00	0.00	1.00

Program Revenues				
Other / Miscellaneous	\$0	\$947,866	\$0	\$1,060,329
Total Revenue	\$0	\$947,866	\$0	\$1,060,329

Explanation of Revenues

This program offer is funded via the collection of a monthly service fee charged to each wireless device holder of record. The service fee is collected through the IT Internal Service Rate collection process.

Significant Program Changes

Last Year this program was: 78035 Mobile Device Expense Management



Program #78024 - IT Network Services

7/3/2014

Department:County AssetsProgram Contact:Rodney ChinProgram Offer Type:Internal ServiceProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Network Services program includes both the Wide Area Network (WAN) and Security Programs. The WAN group provides a stable and secure network for data communications between county buildings, data centers, and to external networks. The Security group is focused on cybersecurity functions associated with protecting the County's information assets.

Program Summary

WAN Services designs, implements and manages the secure data network infrastructure that connects County buildings and provides access to the Internet and County applications. Network infrastructure and services include routing and switching, firewall management, IP address management, monitoring, and incident management. This program implements wireless access and manages remote access (VPN) for County employees to securely connect to County data from any location that has Internet connectivity. WAN works closely with external partners such as the City of Portland to create secure network links in order to share vital data. The Security program is responsible for instituting appropriate cost-effective safeguards to provide reasonable assurance around the security of Multnomah County's IT information assets. The security team achieves this through policy development, audit and compliance monitoring, incident response and investigations, system monitoring, identity and access management, encryption and antivirus as well as education and awareness.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	County WAN sites network availability 24 x 7, excluding scheduled maintenance	99.9%	99.9%	99.9%	99.9%			
Outcome	County workstations with security antivirus agent installed with current virus signatures	95%	95%	95%	95%			

Performance Measures Descriptions

Output Measure - This measure is designed to ensure Network availability. County WAN sites connected to the network using DSL and school-based health clinics are not included in the performance measure.

Outcome Measure - This measure is designed to minimize the impact of cybersecurity incidents involving county computers.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,872,972	\$0	\$1,794,905
Contractual Services	\$0	\$70,000	\$0	\$70,000
Materials & Supplies	\$0	\$2,277,579	\$0	\$2,290,229
Internal Services	\$0	\$600	\$0	\$726
Capital Outlay	\$0	\$35,500	\$0	\$111,000
Total GF/non-GF	\$0	\$4,256,651	\$0	\$4,266,860
Program Total:	\$4,250	\$4,256,651		6,860
Program FTE	0.00	12.00	0.00	11.50

Program Revenues					
Other / Miscellaneous	\$0	\$4,225,151	\$0	\$4,266,860	
Beginning Working Capital	\$0	\$31,500	\$0	\$0	
Total Revenue	\$0	\$4,256,651	\$0	\$4,266,860	

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78019 IT Network Services



Program #78025 - IT Desktop Services

7/3/2014

Department: County Assets Program Contact: Stanley Johnson G.L. III

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Desktop Services program offer supports desktops, laptops, tablets, smartphone's, printers, multifunction devices, iPads and other personal computing devices. This includes hardware and software procurement, installation, upgrades, maintenance, asset management and proper disposal. Remote and on-site repair and support are provided to improve user (customer) productivity. In FY2015, this offer will also support the evaluation of new technologies such desktop virtualization to drive innovation and reduce on-going operational costs.

Program Summary

Desktop Services manages over 4,500 employee PC's and 6,000 devices (desktops, laptops, tablets, printers, multifunction devices, iPhones, iPads and other personal computing devices). PCs for public use in the libraries, assessment & taxation and land use planning are also supported to provide citizens with access to view public records on-line. The desktop team is responsible for the lifecycle management (renewal and replacement), software upgrades and inventory asset management. Desktop support staff follow best practices for standardization resulting in faster performance, reliability, better stability and greater security. They also provide help desk ticket resolution and on-site support. The Desktop Services team actively researches new technology to improve services and reduce the County's carbon footprint. This team also performs support for the County's computer training rooms.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of SCCM Software distribution packages created	0	0	100	125	
Outcome	Percent of high priority problem tickets resolved within two days	95%	95%	95%	95%	

Performance Measures Descriptions

Output Measure - This output measure measures the number of desktop software installation packages created for the County PCs.

Outcome Measure - This measures the length of time from notification of an issue until it is resolved. This measure is directly impacted by the number of available desktop staff to support the environment.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$2,825,329	\$0	\$2,742,566
Contractual Services	\$0	\$68,000	\$0	\$70,000
Materials & Supplies	\$0	\$175,002	\$0	\$153,379
Internal Services	\$0	\$15,000	\$0	\$8,404
Total GF/non-GF	\$0	\$3,083,331	\$0	\$2,974,349
Program Total:	\$3,083,331		\$2,974,349	
Program FTE	0.00	23.00	0.00	22.60

Program Revenues					
Other / Miscellaneous	\$0	\$2,983,331	\$0	\$2,974,349	
Beginning Working Capital	\$0	\$100,000	\$0	\$0	
Total Revenue	\$0	\$3,083,331	\$0	\$2,974,349	

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78020 IT Desktop Services



Program #78026 - IT Asset Replacement

7/3/2014

Department: County Assets Program Contact: Gary Wohlers

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Multnomah County has made a significant financial investment in our technology infrastructure. This program provides for the lifecycle management and replacement of outdated, unsupported, broken or damaged IT assets allowing the county to spread the cost of the equipment replacements over multiple years. It will also enable IT to better keep pace with rapidly changing technology in the computer industry.

Program Summary

This program supports the IT asset management lifecycle replacements for desktop and laptop computers, smartphones, iPads/Tablets, monitors, desktop software, network router and switching equipment, telephones, data center servers and storage, printers, copiers and other output devices. It also supports the acquisition and disposition of decommissioned hardware in a safe and environmentally friendly manner. Currently, the refresh schedule for laptops is three years and desktops is five years. The County looks for opportunities to assist local public schools, e.g. Portland Public Schools, by donating operational retired systems.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percentage of personal computer devices replaced according to published schedule	100%	100%	100%	100%	
Outcome	Asset database quality: Accuracy and completeness	98%	98%	98%	99%	

Performance Measures Descriptions

Output Measure - This measure tracks how many desktop and laptop devices are replaced according to the published schedule.

Outcome Measure - Measures the effectiveness of the asset database(s) for quality for accuracy and completeness.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Materials & Supplies	\$0	\$2,177,775	\$0	\$2,436,184
Capital Outlay	\$0	\$356,000	\$0	\$429,388
Total GF/non-GF	\$0	\$2,533,775	\$0	\$2,865,572
Program Total:	\$2,533,775		\$2,865,572	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues					
Other / Miscellaneous	\$0	\$2,533,775	\$0	\$2,521,668	
Beginning Working Capital	\$0	\$0	\$0	\$343,904	
Total Revenue	\$0	\$2,533,775	\$0	\$2,865,572	

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78021 IT Asset Replacement



Program #78027 - IT Health & Human Services Application Services

7/3/2014

Program Contact: Department: County Assets Becca Beck Program Offer Stage: As Adopted

Program Offer Type: Internal Service

Related Programs:

Program Characteristics: In Target

Executive Summary

IT Health and Human Services Application Services provides reliable, effective software systems for the Health Department (67 systems) and Department of County Human Services (80 systems). The wide variety of services focus on increasing and improving delivery of technology to provide higher value to departments and constituents. This Program improves the delivery of County services through automating business operations, providing easy access to information, and supporting health care transformation in Multnomah County.

Program Summary

Services include managing requests for IT services and ensuring they are well-defined, prioritized and scheduled in alignment with departmental and county needs. Also, understanding and defining operational needs, recommending effective innovative solutions and designing, building, testing, and implementing the selected solutions. The Program continues maintaining, supporting and sustaining existing systems through improved life-cycle planning, project governance and resource accountability.

Strategies include: 1) freeing up IT resource hours by tracking hours, analyzing data and identifying opportunities for consolidation, retirement, and other means of reducing maintenance requests; 2) leveraging County resources by maintaining, supporting and/or reusing existing systems; 3) evaluating Countywide departmental needs to leverage systems and prevent redundancy, and using Total Cost of Ownership to make informed IT investment decisions. Strategies will result in increased IT resources available for higher value projects.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Employee hours spent on planned work versus unplanned work	73%	65%	72%	70%	
Outcome	Maintain employee hours spent on planned work	0%	0%	0%	7.6%	

Performance Measures Descriptions

Output Measure - Employee hours spent on planned versus unplanned work: 65% planned/35% unplanned. This includes available work time (excludes time for training, holidays, vacation). Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - The percentage increase in planned work versus unplanned work calculated from the Current Year Purchased

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$2,731,070	\$0	\$2,881,448
Contractual Services	\$0	\$0	\$0	\$500,000
Materials & Supplies	\$0	\$73,254	\$0	\$102,255
Internal Services	\$0	\$1,700	\$0	\$183
Total GF/non-GF	\$0	\$2,806,024	\$0	\$3,483,886
Program Total:	\$2,806,024		\$3,48	3,886
Program FTE	0.00	19.00	0.00	19.80

Program Revenues				
Other / Miscellaneous	\$0	\$2,806,024	\$0	\$3,483,886
Total Revenue	\$0	\$2,806,024	\$0	\$3,483,886

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78022 IT Health & Human Services Application Servi



Program #78028 - IT Public Safety Application Services

7/3/2014

Department:County AssetsProgram Contact:Mark LyenProgram Offer Type:Internal ServiceProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

IT Public Safety Application Services provides reliable, effective software systems for Community Justice (25 systems), Decision Support System for Justice (DSSJ) (3 systems) and the Sheriff's Office (10 systems). The wide variety of services provided focus on increasing and improving delivery of technology to provide higher value to departments and constituents while adequately performing activities as required to keep current systems available through improving application life-cycle planning, project governance and prioritization, and resource accountability.

Program Summary

This Program Offer improves the delivery of County services through automating business operations and integrating information between public safety partners.

Services include managing customer relationships; capturing, prioritizing and scheduling IT service requests; understanding and defining business needs; designing, building, implementing, and maintaining innovative software and reporting systems; managing third-party vendor systems and relationships; maintaining and enhancing legacy systems.

This program ensures that requests are well-defined, prioritized and scheduled in alignment with department and County priorities. Strategies include: 1) freeing up IT resource hours to focus on new project requests by tracking hours and analyzing data, evaluating existing application and identifying opportunities for consolidation, retirement, and other means of reducing maintenance requests, 2) leveraging County resources by reusing existing systems, evaluating departmental needs across the enterprise to leverage systems and prevent redundancy, and 3) using Total Cost of Ownership to make informed IT investment decisions. These strategies will result in increase in IT resources available for higher value projects that will move County business strategies forward.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Employee hours spent on planned work versus unplanned work	58%	70%	60%	65%	
Outcome	Percent increase in time spent on planned projects	0%	0%	3.4%	8.3%	

Performance Measures Descriptions

Output Measure - Employee hours spent on planned versus unplanned work: 65% planned/35% unplanned. This includes available work time (excludes time for training, holidays, vacation). Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - The % increase in planned work versus unplanned work calculated from the Current Year Estimate.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$2,450,708	\$0	\$2,535,396
Contractual Services	\$0	\$80,000	\$0	\$250,400
Materials & Supplies	\$0	\$80,386	\$0	\$71,933
Internal Services	\$0	\$150	\$0	\$332
Total GF/non-GF	\$0	\$2,611,244	\$0	\$2,858,061
Program Total:	\$2,611,244		\$2,85	8,061
Program FTE	0.00	17.00	0.00	17.00

Program Revenues				
Other / Miscellaneous	\$0	\$2,611,244	\$0	\$2,858,061
Total Revenue	\$0	\$2,611,244	\$0	\$2,858,061

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78023 IT Public Safety Application Services



Program #78029 - IT General Government Application Services

7/3/2014

Department: County Assets **Program Contact:** Tony Chandler

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

IT General Government Application Services provide reliable, effective software systems for the departments of County Assets, County Management, and Community Services. Services include managing customer relationships; capturing and prioritizing IT service requests; understanding and defining business needs; designing, building, implementing, and maintaining innovative software and reporting systems; managing vendor systems and relationships; maintaining and enhancing legacy systems.

Program Summary

The IT General Government Application Services group supports 23 systems for DCM and DCA and 9 systems for DCS. The program includes the following services for the Departments of County Assets, County Management, Community Services, and others:

- -Managing requests for IT services and ensuring that requests are well-defined, prioritized and scheduled in alignment with department and County priorities
- -Understanding and defining operational needs and recommending effective, innovative technology solutions
- -Designing, building, testing, and implementing the selected solutions while sustaining existing systems

Strategies include:

1) Freeing up IT resource hours to focus on new project requests by tracking hours and analyzing data, evaluating existing applications and identifying opportunities for consolidation, retirement, and other means of reducing maintenance requests 2) Leveraging County resources by reusing existing systems, evaluating departmental needs across the enterprise to leverage systems and prevent redundancy, and using Total Cost of Ownership to make informed IT investment decisions

Strategies will result in an increase in IT resources available for higher value projects that will move County business strategies forward.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Employee hours spent on planned work versus unplanned	34%	60%	57%	60%			
Outcome	Increase in employee hours spent on planned versus unplanned work	0%	0%	0%	5.3%			

Performance Measures Descriptions

Output Measure - Employee hours spent on planned versus unplanned work: 60% planned/40% unplanned. This includes available work time. Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - The percentage increase in the amount of planned work from unplanned work calculated from the Current Year Estimate.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,108,548	\$0	\$1,083,036
Materials & Supplies	\$0	\$27,415	\$0	\$24,611
Internal Services	\$0	\$200	\$0	\$166
Total GF/non-GF	\$0	\$1,136,163	\$0	\$1,107,812
Program Total:	\$1,136,163		\$1,10	7,812
Program FTE	0.00	6.00	0.00	6.00

Program Revenues				
Other / Miscellaneous	\$0	\$1,136,163	\$0	\$1,107,812
Total Revenue	\$0	\$1,136,163	\$0	\$1,107,812

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78024 IT General Government Application Services



Program #78030 - IT Data & Reporting Services

7/3/2014

Department: County Assets Program Contact: Chris Clancy

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Data and Reporting Services provides and supports reliable services and software systems that are used across departmental boundaries and serve more than one or all County lines of business. Services include geographic maps, platform support for databases, web server support, and reporting tools used for decision making and results measurement. Specific service areas include Geographical Information System (GIS); Database Services, Reporting Services, Web Platform Administration, and related customer service management.

Program Summary

GIS services include taxation mapping and tax collection analysis, land use planning, bridge and road planning, crime tracking, law enforcement planning, demographic/population analysis and emergency management and mitigation. An Enterprise GIS environment enables interactive web maps, allows departments to share data, and provide tools for the departments to create their own maps and perform analysis without requiring IT assistance.

Web Services provide the standard platforms for applications that enable access via the internet/intranet to County program information, citizen self-serve/direct access to County services, and electronic transaction processing.

Database and Reporting services provide the data storage and reporting structure and tools to allow information access and sharing with the public, County departments, and external business partners.

All services include understanding and defining enterprise business needs, recommending effective and innovative technology solutions, constructing and upgrading platforms as required and ensuring the integrity and security of the platforms. Key to effectively providing these services is meeting common cross department needs and identifying new opportunities; while at the same time standardizing services and platforms in order to provide a low total cost of ownership.

Measures are focused on increasing the amount of customer work vs IT and administrative work as well as up time, in general, for the platform.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Percent of employee hours spent on customer work versus IT and administrative work	23%	25%	19%	25%		
Outcome	Percent of time production systems are available for customer usage	0	99%	99%	99%		

Performance Measures Descriptions

Output Measure - measures the amount of time employees are working on direct customer tasks.

Outcome measure - measures the availability of production systems. The goal is minimum disruption in business processes and services due to system outages.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$2,096,561	\$0	\$2,051,229
Contractual Services	\$0	\$88,000	\$0	\$0
Materials & Supplies	\$0	\$368,888	\$0	\$486,568
Internal Services	\$0	\$400	\$0	\$249
Total GF/non-GF	\$0	\$2,553,849	\$0	\$2,538,046
Program Total:	\$2,553,849		\$2,53	8,046
Program FTE	0.00	12.00	0.00	12.00

Program Revenues				
Other / Miscellaneous	\$0	\$2,553,849	\$0	\$2,538,046
Total Revenue	\$0	\$2,553,849	\$0	\$2,538,046

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78025 IT Data & Reporting Services



Program #78031 - IT SAP Application Services

7/3/2014

Department: County Assets **Program Contact:** Michelle Smith

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

SAP is a Countywide (enterprise) system for managing people, money, materials, services, buildings and maintenance. It is used to manage the business operations of the County. SAP integrates with other applications to become the primary system of record whenever possible. SAP provides timely, relevant and accurate information. SAP resources maintain core business functions as well as enable enterprise wide strategies and goals. Using SAP enables the County to retire other systems and reduce related costs. SAP provides real time operational data.

Program Summary

As the County's system of record for a majority of business transactions, the SAP support program provides services supporting regulatory reporting requirements, business process analysis and re-engineering, and implementation of process innovation. These are designed to increase efficiencies in the County's operations and reduce costs. The SAP support team provides direct technical support and configuration for all SAP modules utilized by Multnomah County. The team also provides training, education and technical assistance to County SAP users.

Major initiatives to be worked on for SAP over the next fiscal year are:

- Employee Self Service for Electronic Time sheets continued roll-out
- Strategic Resource Management Optimization project for SAP
- ERP Life Cycle Analysis implement recommendations

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Employee hours spent on planned work versus unplanned work	51%	39%	41%	47%		
Outcome	Increase in employee hours spent on planned versus unplanned work	0%	0%	2%	6%		

Performance Measures Descriptions

Output Measure - Employee hours spent on planned versus unplanned work: 47% planned/53% unplanned. This includes available work time (excludes time for training, holidays, vacation). Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - The % increase in the number of planned versus unplanned work calculated from the Current Year Estimate.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,573,032	\$0	\$1,592,192
Contractual Services	\$0	\$151,245	\$0	\$0
Materials & Supplies	\$0	\$626,220	\$0	\$703,335
Internal Services	\$0	\$0	\$0	\$100
Capital Outlay	\$0	\$0	\$0	\$11,600
Total GF/non-GF	\$0	\$2,350,497	\$0	\$2,307,227
Program Total:	\$2,350,497		\$2,30	7,227
Program FTE	0.00	10.00	0.00	10.00

Program Revenues				
Other / Miscellaneous	\$0	\$2,350,497	\$0	\$2,307,227
Total Revenue	\$0	\$2,350,497	\$0	\$2,307,227

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78026 IT SAP Application Services



Program #78032 - IT Enterprise and Web Application Services

7/3/2014

Department:County AssetsProgram Contact:Josh MitchellProgram Offer Type:Internal ServiceProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Enterprise Web Services provides reliable services used across departmental boundaries—serving all County lines of business. These services include our Google Apps for Government implementation, public websites (i.e. multco.us, multcopets.org and multcolib.org) and internal websites (i.e. commons.multco.us and learns.multco.us). In total, this program supports over 30 applications used internally and by the public.

Program Summary

Enterprise and Web Application Services include managing customer relationships; capturing and prioritizing IT service requests; understanding and defining business needs; designing, building, implementing, and maintaining innovative software and reporting systems; managing vendor systems and relationships; maintaining and enhancing legacy systems.

Enterprise Web Services provide the standard platforms for applications that enable access via the internet/intranet to County program information, citizen self-serve/direct access to County services, and electronic transaction processing.

Enterprise Web Services include web platform support and maintenance, Google Apps for Government administration and integration support, and support for specific web systems including the public website, the Intranet (Multco Commons) and the Learning Management System (Multco Learns). A focus has been made on using open source tools (i.e. Drupal) and innovative hosting solutions on Amazon Web Services to save on costs to the County.

All services include understanding and defining enterprise business needs, recommending effective and innovative technology solutions, constructing and upgrading platforms as required, and ensuring the integrity and security of the platforms.

Key to effectively providing these services is meeting common cross department needs and identifying new opportunities, while at the same time standardizing services and platforms in order to provide a low total cost of ownership.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Employee hours spent on planned work versus unplanned work	51%	55%	53%	55%	
Outcome	Increase in employee hours spent on planned versus unplanned work	0	0	0	3.7%	

Performance Measures Descriptions

Output Measure - Employee hours spent on planned versus unplanned work: 55% planned/45% unplanned. This includes available work time (excludes time for training, vacation, holidays). Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - The percentage increase in planned work versus unplanned work.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,344,541	\$0	\$1,518,831
Contractual Services	\$0	\$0	\$0	\$50,000
Materials & Supplies	\$0	\$583,202	\$0	\$860,918
Internal Services	\$0	\$400	\$0	\$415
Total GF/non-GF	\$0	\$1,928,143	\$0	\$2,430,164
Program Total:	\$1,928,143		\$2,43	0,164
Program FTE	0.00	8.67	0.00	10.67

Program Revenues				
Other / Miscellaneous	\$0	\$1,928,143	\$0	\$2,430,164
Total Revenue	\$0	\$1,928,143	\$0	\$2,430,164

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78027 IT Enterprise, Web & Library Application Se

Library Application Services was moved into its own program offer.



Program #78033 - IT Library Application Services

7/3/2014

Department: County Assets Program Contact: Matthew Timberlake

Program Offer Type: Program Alternative/Reconstruction Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

This program offer provides staff dedicated to coordinating the Library's growing and complex technology environment. Library Application Services provides strategic technology guidance and project coordination to the Library. The team works closely with County IT professionals to ensure that resources are applied to the highest priority work.

Program Summary

Library Application Services include understanding and defining business needs, recommending effective and innovative technology solutions, coordinating and implementing projects. This team provides direction to County IT staff for Library web application support and customer consulting. The key to effectively providing these services is meeting common cross department needs and identifying new opportunities, while concurrently standardizing services and platforms in order to provide a low total cost of ownership for the Library.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Employee hours spent on planned work versus unplanned work	NA	NA	50	55	
Outcome	Increase in employee hours spent on planned versus unplanned work	NA	NA	NA	10	

Performance Measures Descriptions

Output Measure - Employee hours spent on planned versus unplanned work: 55% planned/45% unplanned. This includes available work time. Planned work provides better customer value, as work can be targeted toward high priority activities.

Outcome Measure - Increase the the amount of hours spent on planned work by 10% from the Current Year Estimate.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$206,931	\$0	\$209,479
Materials & Supplies	\$0	\$9,671	\$0	\$5,000
Total GF/non-GF	\$0	\$216,602	\$0	\$214,479
Program Total:	\$216,602		\$214	1,479
Program FTE	0.00	1.33	0.00	1.33

Program Revenues				
Other / Miscellaneous	\$0	\$216,602	\$0	\$214,479
Total Revenue	\$0	\$216,602	\$0	\$214,479

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78027 IT Enterprise, Web & Library Application Se

Last year, the services included herein were part of the Enterprise, Web and Library Application Services Program Offer.



Program #78034 - IT Shared Operating Expenses

7/3/2014

Department:County AssetsProgram Contact:Bob LeekProgram Offer Type:Internal ServiceProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

This program offer accounts for shared expenses of the IT Division. It includes repayment of bonds issued for the Network Convergence project and the Data Center Relocation project, facilities and Administrative Hub costs, software licensing and maintenance costs for four enterprise system, and the budget for IT trainers that work in the County's Talent Development group in the Department of County Management.

Program Summary

This program provides a central accounting location for costs that accrue to the IT Division as a whole. Facility charges for the division's two locations (in the Multnomah and Lincoln Buildings), debt service charges for funds borrowed for the Network Convergence and Data Center Relocation projects, the cost of IT trainers supported by the IT organization to provide IT training and consultation countywide are also budgeted in this program offer, and software licensing and maintenance costs for four systems used throughout the County (Team Budget, Multco Marketplace, NeoGov, and Telecom Expense Management).

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Timely repayment of borrowed funds.	0%	100%	100%	100%		
Outcome		0	0	0	0		

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$300,617	\$0	\$297,086
Materials & Supplies	\$0	\$271,560	\$0	\$380,881
Internal Services	\$0	\$4,150,192	\$0	\$4,341,322
Unappropriated & Contingency	\$0	\$669,510	\$0	\$869,510
Total GF/non-GF	\$0	\$5,391,879	\$0	\$5,888,799
Program Total:	\$5,391,879		\$5,88	8,799
Program FTE	0.00	3.00	0.00	2.50

Program Revenues				
Other / Miscellaneous	\$0	\$4,302,998	\$0	\$5,019,289
Beginning Working Capital	\$0	\$1,088,881	\$0	\$869,510
Total Revenue	\$0	\$5,391,879	\$0	\$5,888,799

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78014 IT Shared Operating Expenses



Program #78035 - IT Data Center & Technical Services

7/3/2014

Department: County Assets **Program Contact:** Gary Wohlers

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Data Center Operations and Technical Services provide the hardware, software installation, maintenance, troubleshooting, and the technical and operational support for all County computing systems. These systems provide critical services to citizens and must be maintained in a highly available, secure and recoverable environment. This program includes 24x7x365 operation of the data centers with Operations and Technical Service staff supporting restoration of services during disruptions 24x7.

Program Summary

Data Center Operations and Technical Services provide hardware and software management, server system maintenance, software upgrades, problem resolution, server and storage management, asset tracking and after-hours support for all County business systems running in the data center(s). This program also provides vendor management for data center hardware and software systems. Included in this offer are the Technical Services staff who provide software and hardware architecture design, planning, acquisition, installation and capacity planning for computer room hardware. Additional services provided by this program are data backup, restoration services, disaster preparedness, storage management, emergency response and physical data center security. The primary data center is located in the East County Courts facility. A secondary data center is located in a leased facility in Hillsboro and provides the capability for server and storage expansion and disaster recovery.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Percent of recovery data available off site and refreshed at least once every 24 hours.	99%	99%	99%	99%			
Outcome	Percent of production system scheduled availability for hardware and operating systems	99%	99%	99%	99%			

Performance Measures Descriptions

Output Measure - ensures that backup data is available offsite on disk or tape in the event of equipment failure or service disruption.

Outcome measure - measures the availability of production systems. The goal is minimum disruption in business processes and services due to system outages.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$2,830,138	\$0	\$2,992,352
Contractual Services	\$0	\$78,000	\$0	\$65,000
Materials & Supplies	\$0	\$864,788	\$0	\$943,631
Total GF/non-GF	\$0	\$3,772,926	\$0	\$4,000,983
Program Total:	\$3,772,926		\$4,00	0,983
Program FTE	0.00	19.25	0.00	20.25

Program Revenues				
Other / Miscellaneous	\$0	\$3,772,926	\$0	\$4,000,983
Total Revenue	\$0	\$3,772,926	\$0	\$4,000,983

Explanation of Revenues

County IT service costs are allocated to departments based on usage, services received, and other metrics.

Significant Program Changes

Last Year this program was: 78016 IT Data Center & Technical Services



Program #78037 - Fleet Services

7/3/2014

Department: County Assets Program Contact: Garret Vanderzanden

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs: 78038, 78039 Program Characteristics: In Target

Executive Summary

Fleet Services provides vehicle and equipment purchasing and maintenance services; including offering transportation and related support services that are responsive to the needs of all participating departments throughout Multnomah County.

Program Summary

The County owns and operates over 700 units of vehicles, equipment, and other related rolling stock. Fleet Services focuses on collaborative relationships with other work functions of the County, such as Sheriff's Office Equipment Unit, Facilities Management, and Road Operations, to ensure coordinated service delivery with minimal customer business interruptions.

Services and customer support provided by Fleet include:

- -Policy and operational procedure development and implementation;
- -Inventory management; regulatory compliance; customer consultation and advice;
- -Preventive maintenance; emission inspections; and towing;
- -Coordinated vendor repairs; equipment fabrication and modification specialty work;
- -Scheduled, unscheduled and emergency in-shop and field repairs:
- -Warranty/recall management and support; and failure analysis;
- -Fuel management (onsite/offsite); tire repair/replacement (onsite/offsite); and cleaning;
- -Driver safety, risk and liability management; accident claims management.

Fleet Services, through the Fleet Vehicle Replacement program (program offer #78038), continues to invest in hybrid and electric vehicle technologies. An ongoing component of this work is the continuing education of the Fleet Technician work force to ensure subject matter expertise in vehicle/equipment maintenance in these emerging technologies.

Fleet Services' efforts continue to contribute to the 2009 Climate Action Plan carbon emissions reduction activities related to Local Government Operations, including: 18-6 fuel efficiency standards; 18-7 electric and plug-in hybrid vehicles; 18-8 reduce waste; 9-1 Urban Form and Mobility component by installing charging stations for electric vehicles.

Fleet supplied revenue support for the install of 12 charging stations, four of which are dedicated use for Multnomah County Electric Vehicles, with eight available for public use.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Percent of billable Hours as a % of total hours	0	65%	65%	70%			
Outcome	Percent of vehicles out of service 1 day or less	0	90%	90%	90%			
Quality	Percent of Customers Rating Service as Satisfactory or above	99%	100%	99%	100%			

Performance Measures Descriptions

Output - Billable Hours is a measure of productivity that evaluates how much of our Fleet Technician's time is spent working on vehicles/equipment.

Outcome - Vehicles out of service is a measure that looks at the % of vehicles and equipment returned to programs in a day or less.

Quality - Customer Satisfaction is a measure as reported on comment cards provided to customers.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,221,163	\$0	\$951,337
Contractual Services	\$0	\$30,050	\$0	\$262,000
Materials & Supplies	\$0	\$1,478,844	\$0	\$1,695,372
Internal Services	\$0	\$922,561	\$0	\$910,264
Unappropriated & Contingency	\$0	\$660,000	\$0	\$154,903
Total GF/non-GF	\$0	\$4,312,618	\$0	\$3,973,876
Program Total:	\$4,312,618		\$3,97	3,876
Program FTE	0.00	11.80	0.00	9.90

Program Revenues				
Other / Miscellaneous	\$0	\$3,409,633	\$0	\$3,566,118
Beginning Working Capital	\$0	\$0	\$0	\$298,000
Service Charges	\$0	\$35,000	\$0	\$0
Total Revenue	\$0	\$3,444,633	\$0	\$3,864,118

Explanation of Revenues

The program is funded by service charges through the Fleet Fund. Internal service reimbursements estimates are based on historical data, current service levels, and proposed FY15 charge rates. The FY15 budget has been developed based on FY13 cumulative charges.

Significant Program Changes

Last Year this program was: 78028 Fleet Services



Program #78038 - Fleet Vehicle Replacement

7/3/2014

Department: County Assets Program Contact: Garret Vanderzanden

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs: 78037

Program Characteristics: In Target

Executive Summary

Vehicle replacement planning is provided as an interdependent function within Fleet Services (program offer #78037). The key objective is to administer the life-cycle replacement schedule and collection of replacement funds on assigned vehicles and equipment (capital expenditures). This service is responsible for keeping Department customers supplied with vehicle and equipment options that support their core operational missions.

Program Summary

Fleet Services, through the Fleet Vehicle Replacement program, provides the following services:

- -Collects and manages the funding for future replacement of vehicles and equipment;
- -Specifies, bids, awards, receives, inspects, prepares for service, and assigns replacement vehicles and equipment;
- -Administers the vehicle and equipment re-sale program (surplus disposal), using revenue received used to offset future vehicle and equipment purchases;
- -Establishes and administers the life-cycle replacement schedule used to determine collection of replacement funds on assigned vehicles and equipment. The collected funds are used to buy new vehicles after the predetermined years of life are met;
- -Collaborates with departments and programs to evaluate the following elements when considering purchase of a new or replacement vehicle or piece of equipment: vehicle utilization (miles driven/time of operation); department/program needs; current working condition of vehicle; vehicle downtime and predicted future repair costs; safety; and sustainability;
- -Ongoing evaluation of opportunities for electric and hybrid vehicles when purchasing new vehicles. The Fleet Vehicle Replacement Program is the primary contributing factor to the following areas in the Local Government Operations component of the 2009 Climate Action Plan:
- -18-6 "...meet minimum fleet fuel efficiency standards and use low-carbon fuels.";
- -18-7 "Buy electric and plug-in hybrid vehicles for City and County fleets as they become commercially available."

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Percent of vehicles and equipment on delayed replacement	50%	25%	20%	25%			
Outcome	Surplus gross vehicle and equipment sales revenue as % of purchase	14%	14%	15%	15%			
Output	Number of replacement Gap Vehicles Purchased	0	22	30	30			

Performance Measures Descriptions

Output - Vehicles and Equipment on Delayed Replacement is based on the % of vehicles that have gone beyond the date established for purchasing a replacement.

Outcome - Surplus Gross Vehicle/Equipment Sales Revenue as % of Purchase Price looks at the revenue we receive when we dispose of Fleet capital assets.

Output - Replacement Gap Vehicles Purchased is tracking of vehicles purchased related to FY14 Program Offer 78031.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$134,129	\$0	\$134,129
Capital Outlay	\$0	\$6,071,698	\$0	\$6,656,984
Total GF/non-GF	\$0	\$6,205,827	\$0	\$6,791,113
Program Total:	\$6,205,827		\$6,79	1,113
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Other / Miscellaneous	\$0	\$1,824,544	\$0	\$1,509,846
Financing Sources	\$0	\$1,203,958	\$0	\$0
Interest	\$0	\$19,000	\$0	\$0
Beginning Working Capital	\$0	\$3,906,626	\$0	\$5,281,267
Total Revenue	\$0	\$6,954,128	\$0	\$6,791,113

Explanation of Revenues

Vehicles and equipment are placed on an established life-cycle replacement schedule. Replacement funds are collected on a monthly basis from programs with assigned vehicles and equipment. Proceeds from vehicle sales are returned to the Fleet fund to offset future replacement costs.

One-time only revenue was received in FY14, Program Offer #78031, to bridge a replacement funding gap for aging vehicles in the Fleet. This money, \$1.2M, will be spent over a 3 year period, FY14-FY16, with the majority of those dollars spent under the County's Strategic Sourcing initiative to ensure best value and reflection of the County's overall mission. Procurement of these vehicles are being tracked as a discreet performance measure.

Significant Program Changes

Last Year this program was: 78029 Fleet Vehicle Replacement



Program #78039 - Motor Pool

7/3/2014

Department: County Assets Program Contact: Garret Vanderzanden

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs: 78037

Program Characteristics: In Target

Executive Summary

The Motor Pool program provides shared vehicles for single trip or short-term use available to employees of all County Departments. The program meets customer expectations by monitoring daily usage and vehicle availability while also offering sustainable transportation options such as hybrid and electric vehicles.

Program Summary

There are four Motor Pool sites located around the County to help programs manage their short-term business transportation needs. A variety of vehicle types are available for use: sedans, light trucks, passenger and cargo vans, and specialty equipment. The program operates through a reservation and per-hour charge back system. The purpose of the centrally managed Motor Pool is to eliminate underutilized assigned vehicles and reduce private mileage reimbursement costs, thereby supporting departmental travel needs with ease of use and efficient administrative effort.

There are four Motor Pool sites located around the County to help programs manage their short-term business transportation needs. A variety of vehicle types are available for use: sedans, light trucks, passenger and cargo vans, and specialty equipment. The program operates through a reservation and per-hour charge back system. The purpose of the centrally managed Motor Pool is to eliminate underutilized assigned vehicles and reduce private mileage reimbursement costs, thereby supporting departmental travel needs with ease of use and efficient administrative effort.

The Motor Pool site in downtown Portland also operates as a public parking lot and provides parking at market rate for County-owned and employee privately-owned vehicles, including car pool spaces.

The Motor Pool program is currently undergoing a needs assessment due to the movement of multiple programs in the downtown corridor, and the imminent resignation of the primary Motor Pool site at 530 SW 2nd Avenue. Plans to implement a new reservation system have been put on hold while this analysis is completed. Recommendations will likely occur in Q4 FY2014 for implementation late FY2015/FY2016.

The Motor Pool Program supports the Local Government Operations component of the 2009 Climate Action Plan, action 18 -6 "...meet minimum fleet fuel efficiency standards and use low-carbon fuels.", through the standardization of the Motor Pool vehicle inventory with fuel efficient vehicles such as Nissan Leaf EV's and Toyota Prius Hybrids.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of Motor Pool trips	15,591	15,700	15,750	15,500		
Outcome	Vehicle availability	99%	99%	99%	99%		

Performance Measures Descriptions

Motor pool trips is a measure of customers' business transportation needs. Vehicle availability is a measure of ability to supply vehicles for those needs. The two measures determine the optimal size of the motor pool.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$172,626	\$0	\$147,970
Contractual Services	\$0	\$3,000	\$0	\$2,184
Materials & Supplies	\$0	\$15,400	\$0	\$189,272
Internal Services	\$0	\$62,123	\$0	\$63,366
Total GF/non-GF	\$0	\$253,149	\$0	\$402,792
Program Total:	\$253,149		\$402	2,792
Program FTE	0.00	2.20	0.00	2.00

Program Revenues				
Other / Miscellaneous	\$0	\$333,953	\$0	\$477,425
Service Charges	\$0	\$38,880	\$0	\$35,125
Total Revenue	\$0	\$372,833	\$0	\$512,550

Explanation of Revenues

The program is funded by service charges through the Fleet Fund. Internal service reimbursement estimates are based on historical data, current service levels, and proposed FY2015 charge rates. Outside agency revenue is based on providing current service levels at proposed FY2015 charge rates.

Significant Program Changes

Last Year this program was: 78030 Motor Pool



Program #78040 - Distribution Services

7/3/2014

Department: County Assets **Program Contact:** Andrez Posada

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Distribution Services provides county agencies pickup and delivery of mail and supplies, processing and metering of U.S. Mail, U.S. Mail training and consultation, and management of mail services contracts.

Program Summary

Distribution Services effectively manages County resources and minimizes service delivery costs by:

- 1. Central coordination of a complex and multifaceted system of distribution logistics across 98 County locations. Distribution Services moves a wide variety of items every day, via fixed routes and/or on-demand, including: U.S. Mail, Health Department patient care items, County records, interoffice mail, recyclables, and operational equipment and supplies. In addition, Distribution Services seamlessly coordinates with other governments throughout the Portland metropolitan region and the Willamette Valley to send and deliver interoffice mail in a manner that saves on postage and enhances intergovernmental communication and workflow.
- 2. Management of a multi-jurisdictional contract for presort services. This maximizes available postage discounts for all partners by pooling the mail to be presorted prior to delivery to the US Post Office. These savings are further enhanced by centralized metering of U.S. Mail, ensuring accuracy, timeliness of delivery, lower cost single-point pickup for mail services partners, and the reduction of county-wide meter maintenance costs. Distribution Services also maintains county-wide mail services contracts (for example, in folding/insertion, addressing and metering) that lower departmental costs for tax mailings, license renewals, and other projects.
- 3. Partnering with the USPS to ensure accurate and up to date information on mailing standards in an increasingly complex and changing environment. Distribution Services shares that expertise by providing clear instruction and training to County employees on existing and proposed USPS standards, ensuring efficient mailings that maximize available savings.
- 4. Serving a vital role in emergency preparedness for Multnomah County. Distribution Services is a component of the Receipt, Stage and Storage Center.

These efforts contribute to the Climate Action Plan activities related to local government operations, item number 18-8.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of pieces of mail processed.	898,067	897,000	897,000	895,000	
Outcome	% postage discount over full postal rate, due to presorting of mail.	32%	32%	33%	33%	
Input	Number of mail stops receiving delivery services.	125	121	123	125	

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$544,977	\$0	\$567,121
Contractual Services	\$0	\$10,000	\$0	\$10,000
Materials & Supplies	\$0	\$1,393,903	\$0	\$908,314
Internal Services	\$0	\$189,358	\$0	\$209,801
Capital Outlay	\$0	\$50,000	\$0	\$50,000
Unappropriated & Contingency	\$0	\$486,510	\$0	\$255,000
Total GF/non-GF	\$0	\$2,674,748	\$0	\$2,000,236
Program Total:	\$2,674,748		\$2,00	0,236
Program FTE	0.00	6.90	0.00	6.85

Program Revenues				
Other / Miscellaneous	\$0	\$1,332,341	\$0	\$1,352,236
Interest	\$0	\$7,900	\$0	\$0
Beginning Working Capital	\$0	\$1,271,687	\$0	\$583,000
Service Charges	\$0	\$62,820	\$0	\$65,000
Total Revenue	\$0	\$2,674,748	\$0	\$2,000,236

Explanation of Revenues

Distribution Services is funded by a charge system through the Distribution Fund. Service reimbursements are based on delivery stops, mail processed, and special services requested.

Significant Program Changes

Last Year this program was: 78032 Distribution Services

No significant program changes.



Program #78041 - Records Management

7/3/2014

Department: County Assets Program Contact: Garret Vanderzanden

Program Offer Type: Internal Service Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Records Management supports County agencies and the public by maintaining public records in accordance with operational, legal, fiscal, public access and historic preservation needs.

Program Summary

The program supports cost reduction and compliance with public records regulations by developing and implementing policies for the orderly maintenance and disposition of county records generated by all departments. Addressing a wide variety of formats, the program maintains over 116 millions documents in a centralized Records Center, including the County's historic archives dating back to 1855. Storage of these records reduced the need for office space storage by over 53,000 square feet in FY2013.

The program also recycles large volumes of public records (83 tons in FY2013) in a sustainable manner that ensures confidentiality. The program provides consultation in the establishment and organization of electronic records keeping methods and systems; enterprise document conversion; retention scheduling; archival research, access and preservation; essential records protection; and records management best practices.

The program continues to expand its web presence with the Archon web tool and external web site, resulting in a 70% increase in reference and referral activities in FY2013. Significant progress has been made in managing electronic records through the establishment of a county electronic records repository, and through increasing e-records training and consultation. The program will expand its ability to manage electronic records throughout the county through implementation of the HP RM Electronic Records Management System (ERMS) that will replace the program's current antiquated system, provide end user access to records stored in the system, and provide public access to digitized and born digital archival content. This ERMS system will also aid in establishing methods for quantifying digital objects in storage in comparison to physical objects (this was removed as part of the Storage performance measure for FY2015 while it is being developed).

These efforts contribute to the Climate Action Plan activities related to local government operations, item number 18-8, due to large amount of paper recycling the program does each year, and due to its ongoing consultation with Departments on ways to increase their use of reliable, retention and preservation compliant, and trusted electronic records systems.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of Retrieval, Refiles, and Interfiles (Record Actions) performed	10,644	13,000	11,000	11,000		
Outcome	Percentage Increase of Reference and Referral Requests Compared to Previous Fiscal Year	70%	0	55%	58%		
Output	Number of Boxes, Microfilm Rolls, Maps and Plans Maintained in Storage	93,175	89,000	93,500	93,500		

Performance Measures Descriptions

Previous performance measure "Percentage of Archival Collections Described Online" replaced with "Percentage Increase of Reference and Referrals Compared to Previous Fiscal Year". Number includes in person, telephone, and online interactions. New performance measure is a more relevant statistic, demonstrating increased use of program over time by internal County staff and the public.

Legal / Contractual Obligation

ORS 192 and OAR 166 outline public records mandates for the Records Officer, microfilm, imaging, storage, retention and access. Executive Rule 301 assigns the retention schedule function to the Records Management program.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$382,148	\$0	\$409,642
Contractual Services	\$0	\$32,757	\$0	\$25,000
Materials & Supplies	\$0	\$25,365	\$0	\$36,392
Internal Services	\$0	\$423,887	\$0	\$432,532
Total GF/non-GF	\$0	\$864,157	\$0	\$903,566
Program Total:	\$864,157		\$903	3,566
Program FTE	0.00	3.60	0.00	4.20

Program Revenues				
Other / Miscellaneous	\$0	\$864,157	\$0	\$903,566
Total Revenue	\$0	\$864,157	\$0	\$903,566

Explanation of Revenues

Records Management is funded by an allocation system through the Distribution Fund. Total program costs are allocated based on each Department's share of the number of boxes stored, boxes brought into the Records Center (accessioned), and record actions performed in FY2013.

Significant Program Changes

Last Year this program was: 78033 Records Management

No significant program changes.



Department:

Program #78042 - Countywide Strategic Sourcing

Program Contact: Tony Dornbusch 7/3/2014

County Assets **Program Offer Type:** Program Offer Stage: As Adopted Internal Service

Related Programs:

Program Characteristics: In Target

Executive Summary

Countywide Strategic Sourcing is part of the Department of County Assets (DCA) Administrative Services Hub and focuses services on Strategic Sourcing, Procurement and Contract Administration. This unit works collectively with the other DCA Administrative Service Hub units to deliver services to both departments and divisions supported by DCA and across the entire County.

Program Summary

This offer focuses on the development, implementation, oversight and direct delivery of the strategic sourcing practices across the County. This organizations reports to the Manager of Strategic Sourcing, Procurement and Contract Administration, who reports to the Director of DCA.

The program includes Strategic Sourcing Analysts and Strategic Sourcing Data Analyst in order to provide strategy, leadership, practice development, oversight and monitoring, detailed spend analysis, strategic sourcing plans and compliance analysis/oversight for hundreds of contracts and millions of dollars each year.

This program is responsible for addressing the strategic sourcing needs of all County Departments across all commodities and types of transactions, which includes commercial, personal services, construction, lease, software, technology goods and services, maintenance and repair, and architectural services. Support also includes collaboration with departmental partners in the review of Administrative Procedures, policies and the implementation of best practices as necessary, in support of strategic sourcing initiatives.

Strategic Sourcing is the practice of taking a holistic approach to the selection and sourcing of goods and services necessary to an organization's operations. This effort includes several key tenets or procurement best practices: (1) Consolidating spend across all buyers with a small number of supplier partners so that the best prices can be achieved, (2) Considering the total lifecycle cost of a product and service (not just the purchase price) when making a procurement decision, (3) Building mutually beneficial strategic partnership relationships with key suppliers, (4) Leveraging the capabilities and services of supplier partners to reduce internal operating costs, and (5) Leveraging technology to reduce operating costs, better manage spend and achieve better prices.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Commodity Sourcing Plans developed	0	2	8	8	
Outcome	% of annual goods purchased via Marketplace	90% (estimate)	90% (estimate)	90%	90%	

Performance Measures Descriptions

Output - Number of Commodity Sourcing Plans developed and implemented reflects the implementation rate of the County's Strategic Sourcing practices, which improve strategic purchases.

Outcome - Percentage of annual goods purchased via the County's Multco MarketPlace indicates the volume of spending that has been driven to the eMarketplace where contracts and controls are in place for all available purchases.

Legal / Contractual Obligation

Oregon Revised Statues (ORS) 279A, 279B, and 279C establish requirements affecting the County's procurement and contracting practices. State Qualified Rehabilitation Facilities laws are enforced via purchasing through the Multco MarketPlace.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$449,602	\$0	\$409,647	\$0
Contractual Services	\$40,000	\$0	\$10,000	\$0
Materials & Supplies	\$8,000	\$0	\$12,890	\$0
Internal Services	\$0	\$0	\$41,611	\$0
Total GF/non-GF	\$497,602	\$0	\$474,148	\$0
Program Total:	\$497,602		\$474	,148
Program FTE	3.50	0.00	3.40	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is funded in the General Fund. A portion of the costs are recovered through the county's indirect cost allocation plan.

Significant Program Changes

Last Year this program was: 78034 Countywide Strategic Sourcing



Program #78044 - Administrative Hub Budget & Planning

7/3/2014

Department:County AssetsProgram Contact:Julie NeburkaProgram Offer Type:AdministrationProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Budget and Planning team is one of the four service teams in the County's first inter-departmental Administrative Services Hub. The team provides financial planning, forecasting, rate-setting, and reporting services to the departments of County Management (DCM) and County Assets (DCA), and to non-departmental County agencies and offices; a combined portfolio of \$371 million.

Program Summary

The Budget and Planning team assembles and publishes County-wide annual internal service rates; bills for County facilities, fleet, information technology, telecommunications, and records and distribution services; and coordinates planning for the County's asset management and Facilities capital improvement functions. This program focuses on several primary responsibilities:

- Coordinating County-wide annual capital planning and internal service rate development processes, including developing and implementing complex activity-based cost allocation models for seven distinct internal services.
- Coordinating and managing annual budget development and monitoring for two large departments and a variety of non-departmental agencies and corporate obligations.
- Overseeing budget management, monitoring, modification, and financial reporting throughout the fiscal year for the County's capital, internal service, and debt service funds.

The team provides recommendations and data on internal cost allocation methods and strategies, capital planning and spending, and planning for long-term obligations used by every County department.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Track staff time spent on customer activities.	42%	100%	65%	100%		
Outcome	Allocate Hub resources fairly among users.	100%	100%	100%	100%		

Performance Measures Descriptions

Output - Tracking staff time in order to gauge and manage internal customer demand on staff resources for planned and potential project work.

Outcome - Review available resources and ensure allocation among internal customers.

Legal / Contractual Obligation

Oregon Budget Law (ORS Chapter 294), federal Office of Management & Budget circulars A-133 and A-87, Government Accounting Standards Board statements and pronouncements, County Administrative Procedures.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$819,362	\$0	\$825,862	\$0
Materials & Supplies	\$7,100	\$0	\$11,396	\$0
Internal Services	\$60,107	\$0	\$85,665	\$0
Total GF/non-GF	\$886,569	\$0	\$922,923	\$0
Program Total:	\$886,569		\$922	2,923
Program FTE	7.00	0.00	7.00	0.00

Program Revenues					
Other / Miscellaneous	\$717,371	\$0	\$729,123	\$0	
Total Revenue	\$717,371	\$0	\$729,123	\$0	

Explanation of Revenues

Costs of the Administrative Hub are allocated proportionately among users: the County's internal services and the departments of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

Last Year this program was: 78036 Administrative Hub Budget & Planning

No significant program changes.



Program #78045 - Administrative Hub Procurement & Contracting

7/3/2014

Department: County Assets **Program Contact:** Tony Dornbusch

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

Administrative Hub Procurement and Contracting (P&C) team is one of the four service teams in the Department of County Assets' (DCA) Administrative Services Hub. This team works collectively with the other DCA Administrative Service Hub units to deliver formal, informal and cooperative procurements.

Program Summary

This program includes the administrative group responsible for consultation, oversight and direct delivery of the procurement and purchasing of Goods and Services, and commercial, personal services and construction contracting including software licensing, and facilities. This organization reports to the Manager of Strategic Sourcing, Procurement and Contract Administration, who reports to the Director of DCA.

The Administrative Hub was established to create greater efficiency through the consolidation of duplicate business services functions that formerly existed separately in the Facilities and Property Management, FREDS, IT, and the Department of County Management. Support is also provided to the Board of County Commissioners and several Non-Departmental Offices allowing departmental leadership and elected officials to focus their efforts on delivering vital program services.

The program also includes; commercial, personal services, construction, lease, software, maintenance and repair, and architectural contract development, negotiation, risk assessment and management, supplier/vendor management and ongoing contract administration. This group provides contract negotiation and process development as well as oversight and specialized expertise in the development and monitoring of large construction, facilities, and software and hardware contracts. Support also includes collaboration with departmental partners in the review of Administrative Procedures, policies and the implementation of best practices.

The Strategic Sourcing component of the area is addressed under program offer 78046.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of procurements and contracts processed	896	595	1,200	1,000		
Outcome	Percentage of contracts processed following established processes	90% (estimate)	95%	90%	95%		

Performance Measures Descriptions

Output – Measures the total volume of procurements, contracts, amendments and renewals processed by the P&C staff. Outcome – Tracks the percentage of contracts issued under established processes demonstrating adequate controls are in place to ensure best purchasing practices.

Legal / Contractual Obligation

Oregon Revised Statues (ORS) 279A, 279B, and 279C establish requirements affecting the County's procurement and contracting practices. The County establishes and implements Public Contract Review Board (PCRB) Rules and Administrative Procedures CON-1 and PUR-1 to define its procurement and contracting processes within the constraints of ORS requirements. DCA Contracts must adhere to Commercial Contract laws, Bureau of Labor and Industry laws, Contraction and Architectural contracting laws, Employment laws, Privacy laws, Domestic Violence and Criminal records laws and others. DCA Procurements using cooperative agreements must adhere to state and federal laws governing the use of the cooperative agreements as described therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,388,332	\$0	\$1,586,149	\$0
Contractual Services	\$80,000	\$0	\$60,000	\$0
Materials & Supplies	\$57,786	\$0	\$63,334	\$0
Internal Services	\$125,016	\$0	\$151,750	\$0
Total GF/non-GF	\$1,651,134	\$0	\$1,861,233	\$0
Program Total:	\$1,651,134		\$1,861,233	
Program FTE	11.50	0.00	14.40	0.00

Program Revenues					
Other / Miscellaneous	\$1,293,725	\$0	\$1,485,156	\$0	
Total Revenue	\$1,293,725	\$0	\$1,485,156	\$0	

Explanation of Revenues

Costs of the Administrative Hub are allocated proportionately among users: the County's internal services and the departments of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

Last Year this program was: 78037 Administrative Hub Procurement & Contracting

No significant program changes.



Program #78046 - Administrative Hub Finance

7/3/2014

Department: County Assets **Program Contact:** Patrick Williams

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Administrative Hub Finance team is one of the four service teams in the County's first inter-departmental Administrative Services Hub. This team provides accounts receivable, accounts payable, and procurement card management services to the departments of County Management (DCM) and County Assets (DCA), and to non-departmental County agencies and offices.

Program Summary

This program includes the administrative group responsible for accounts receivable, accounts payable, and procurement card management services. The Finance and Administration unit reports to the Budget and Finance Manager, who reports to the DCA Director.

The Administrative Hub was established to create greater efficiency through the consolidation of duplicate business services functions that formerly existed separately in the Facilities and Property Management, FREDS, IT, and the Department of County Management. Support is also provided to the Board of County Commissioners and several Non-Departmental Offices allowing departmental leadership and elected officials to focus their efforts on delivering vital program services.

This group supports the operational activities of DCA and DCM by providing financial services such as accounts receivable, accounts payable, and procurement card management; additionally, the unit provides general administrative support functions such as travel and training arrangements and expense management, employee reimbursements, timekeeping, reception and general administrative support to a diverse array of programs. Support also includes collaboration with departmental partners in the review of Administrative Procedures, policies, internal controls and the implementation of best practices.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percent of out of town travel and training events reconciled within 30 days of traveler return date.	n/a	0	0	100%	
Outcome	Reduce monthly paper invoice volume by 10%.	1,432	0	1,086	978	

Performance Measures Descriptions

Output - Travel expenses are among the most closely scrutinized expenses so it is important any questions or issues are resolved quickly.

Outcome - The finance Hub continues to encourage divisions to seek more efficient and cost effective purchase methods (marketplace, ghost cards) thereby reducing paper invoice volume.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$729,968	\$0	\$759,319	\$0
Contractual Services	\$0	\$0	\$8,200	\$0
Materials & Supplies	\$6,700	\$0	\$3,900	\$0
Internal Services	\$80,144	\$0	\$96,985	\$0
Total GF/non-GF	\$816,812	\$0	\$868,404	\$0
Program Total:	\$816,812		\$868	3,404
Program FTE	8.00	0.00	8.00	0.00

Program Revenues					
Other / Miscellaneous	\$512,858	\$0	\$521,538	\$0	
Total Revenue	\$512,858	\$0	\$521,538	\$0	

Explanation of Revenues

Costs of the Administrative Hub are allocated proportionately among users: the County's internal services and the departments of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

Last Year this program was: 78038 Administrative Hub Finance

No significant program changes.



Program #78047 - Administrative Hub Human Resources

7/3/2014

Department: County Assets **Program Contact:** Mary Beth Allen

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: In Target

Executive Summary

The Administrative Hub Human Resources (HR) team is one of the four service teams in the County's first interdepartmental Administrative Services Hub. This team provides direct human resources, labor relations and related services for over 600 employees to the departments of County Management (DCM) and County Assets (DCA), and to nondepartmental County agencies and offices.

Program Summary

This program provides a full range of HR services to 594 regular employees and 43 temporary and/or on-call employees. The roster of employees includes 374 members of AFSCME Local 88 as well as a significant number of exempt or classified exempt employees, including 78 executive employees, 67 management employees; 43 employees who serve as staff to elected officials; and six elected officials (or their approved designees). In addition to AFSCME, IUOE Local 7-1 (engineers) and IBEW Local 48 (electrical workers) are hub-supported employees.

Under the direction of the Human Resources Manager, unit staff provide guidance on managing both represented and exempt employees, in addition to providing direct human resources (HR) services such as recruitment, HR information systems data entry, and records management are also provided.

Key responsibilities include advising department directors, division managers and supervisors on the following:

- --Developing and implementing staffing and related plans (including reorganizations) that support organizational goals and objectives;
- --Creating and/or revising position descriptions to align work tasks with the business needs of work units;
- --Managing recruitments for open positions, including coordinating outreach activities, developing selection processes, evaluating online applications, scheduling interviews and scoring applicant tests;
- --Performance management, including the timely and thorough completion of performance plans and appraisals; and
- --Interpreting collective bargaining agreements, including sections related to work assignment and schedules and progressive discipline.

Other critical responsibilities include serving as a resource for all DCA/DCM/non-departmental employees in connection with county policies, training and career development and other employee concerns, and administering the county's pay and benefits, classification plans, collective bargaining agreements, and personnel rules in conjunction with the county's Central Human Resources Department and Risk Management Division.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of recruitments conducted	85	80	100	100		
Outcome	Number of employees provided full range of HR services	594	620	620	660		

Performance Measures Descriptions

Output - Number of all recruitments reflects the total for all departments and offices served by the DCA HR Administrative Hub.

Outcome - Number of employees served measures workload, taking into account personnel transaction processing for new hires, terminations, promotions, changes in pay status or seniority, and other employment actions and employee information.

Federal, state, and local laws and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability and Accountability Act, and other employment-related issues. Three labor agreements necessitate contract compliance regarding wages, hours, working conditions and other employment-related matters.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds	
Program Expenses	2014	2014	2015	2015	
Personnel	\$1,170,375	\$0	\$1,156,433	\$0	
Contractual Services	\$10,000	\$0	\$10,000	\$0	
Materials & Supplies	\$22,144	\$0	\$25,900	\$0	
Internal Services	\$93,761	\$0	\$116,260	\$0	
Total GF/non-GF	\$1,296,280	\$0	\$1,308,593	\$0	
Program Total:	\$1,296,280		\$1,296,280 \$1,308,593		8,593
Program FTE	9.00	0.00	9.50	0.00	

Program Revenues						
Other / Miscellaneous	\$824,779	\$0	\$777,451	\$0		
Total Revenue	\$824,779	\$0	\$777,451	\$0		

Explanation of Revenues

Costs of the Administrative Hub are allocated proportionately among users: the County's internal services and the departments of County Assets and County Management. The General Fund supports charges apportioned to DCM. Internal service charges recover the costs associated with support of the Facilities, Information Technology, Fleet, and Distribution Funds, and reimburse the General Fund for these services.

Significant Program Changes

Last Year this program was: 78039 Administrative Hub Human Resources

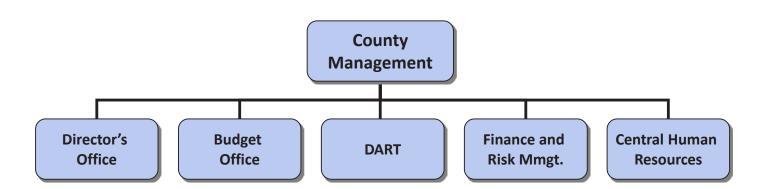
No significant program changes.

Department Overview

The Department of County Management (DCM) provides corporate level management of the County's administrative infrastructure. DCM collects property and levies business income taxes, the two primary sources of General Fund revenue; pays the County's bills; develops and implements policies and programs for effective human resources management; and ensures that all financial-related activities meet generally accepted accounting principles.

DCM acts as the County's primary compliance officer for regulations, requirements and policies pertaining to administrative infrastructure and programs.

In addition to providing administrative services to departments, DCM supports the Chair and elected officials by providing strategic leadership and objective policy analysis and makes recommendations for the ongoing development of County programs and initiatives. DCM provides analysis and forecasting to the Chair and Board in areas including the County's economic future, revenue enhancement, and labor and employee relations.



Budget Overview

The Department of County Management's budget is \$135.3 million and has 239.10 FTE in all funds. This is an increase of \$6.2 million or 4.8% over the FY 2014 Adopted Budget. Budgeted positions increases by 3.50 FTE.

The General Fund budget has increased by \$2.1 million (6.7%) to \$33.5 million. Other Funds have increased by \$4.1 million. The largest category of expenditures is in materials and supplies at \$97.9 million. This is mostly budgeted in the Risk Fund for medical and dental insurance costs.

Personnel Services have increased by \$2 million. Most of this increase is due to budgeting medical insurance credits in the Risk Fund for staff who do not receive medical/dental insurance benefits.

Contractual Services has increased by \$2.9 million. The main reasons for this increase are for the Assessment & Taxation system upgrade and in the Tax Title program for statutory distribution of excess revenues from sales of tax foreclosed property to taxing jurisdictions in Multnomah County.

Capital Outlay has increased by \$92,000. This is for computer hardware for the Assessment & Taxation system upgrade.

The budget includes the following innovative/new programs:

- 72021A Network of Child Care for County Employees, \$120,000
- 72021B Multnomah County Child Care Expansion: Tuition Discount, \$210,000

The following programs are funded on a one-time-only basis:

- 72003C FRM Economic Development East Portland Action, \$50,000
- 72025B DART County Clerk Carryover, \$226,000
- 72035B DART Assessment & Taxation System Upgrade, \$1,500,000

Budget Trends		FY 2014	FY 2014	FY 2015	
	FY 2013	Current	Adopted	Adopted	
	<u>Actual</u>	Estimate	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	229.80	235.60	235.60	239.10	3.50
Personnel Services	\$23,142,713	\$25,236,952	\$25,776,068	\$27,824,374	\$2,048,306
Contractual Services	5,280,688	5,596,386	6,626,036	9,493,912	2,867,876
Materials & Supplies	81,821,686	88,984,302	96,711,284	97,922,520	1,211,236
Capital Outlay	20,954	10,045	8,000	100,000	92,000
Total Costs	\$110,266,041	\$119,827,686	\$129,121,388	\$135,340,806	\$6,219,418

^{*}Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

In order to maintain the highest possible level of support to the administrative infrastructure and preserve the County's compliance with external regulatory requirements, DCM reviewed areas for process efficiency. Particular successes were achieved in the following areas:

The Budget Office is implementing Questica's TeamBudget software for the FY 2015 budget cycle. The new budget system meets Central Budget Office requirements and will provide departments with both tools for developing annual budgets and the ability to extract budget data for ongoing analysis.

Central Human Resources - Successfully completed the first in a series of county-wide wellness campaigns that achieved a total of 33% voluntary participation.

Central Human Resources - Coordinated the development of a new employer brand, This Work Matters, to attract and retain excellent employees.

Finance - Established a governmental accounting training curriculum that is offered to all County finance staff. The training program integrates relevant SAP material into course curricula.

DCM faces a number of opportunities and challenges in the coming years:

The Budget Office is implementing the new web-based budget software, TeamBudget for FY 2015. While the budget process, legal requirements, and major time lines remain, there are new technological changes. Implementation of the new system requires a significant increase in training and technical support. The Budget Office has made major investments of staff time to ensure a smooth and successful transition to the new budget system.

Central Human Resources - Managing the impact of healthcare reform; secure resources to automate processes and expand employee development; and bargain future labor agreements.

Finance - Financing for major re-capitalization Projects. This includes a new Courthouse, Health Department Headquarters Building, relocation of Hansen Building, and County Animal Shelter.

DART - Implementation of the new Property Tax and Assessment System.

All DCM - Succession planning and thinking about how we can adapt our business needs to a changing workforce.

Diversity and Equity

County Management promotes diversity and equity across the organization enabling DCM to better meet its goals for employee inclusion, commitment and job satisfaction. DCM also promotes these principles externally when engaging with vendors and community partners to leverage the County's resources, reduce environmental impacts of operations and promote fiscal responsibility, social equity and community and environmental stewardship for a more responsive government.

- DCM maintains County Personnel Rules reflecting the County's commitment to recruitment and hiring practices without regard to race, religion, color, national origin, sex, age, marital status, physical or mental disability, political affiliations, sexual orientation, gender identity, source of income, familial status or any other non-job related criterion.
- Labor Relations ensures provisions of labor agreements and personnel rules are applied equally to all employees.
- Employment outreach through regularly scheduled print/online advertising and weekly job announcements to over 70 employment partners and at regularly scheduled job fairs focused on women, minority, youth and Veteran communities.
- Offered to all DCM employees two Building Partnerships Across
 Differences workshops in Communication Styles and Cultural Values.
- Encouraged employees to participate in County sponsored diversity efforts including the Regional Government Diversity Conference.
- Human Resources worked with the Office of Diversity and Equity to develop New Employee training that has an increased emphasis on the County's commitment to diversity.

Budget by Division

Division Name	FY 2015 General Fund	Other Funds	Total Division Cost	Total FTE
DCM Director's Office	\$482,264	\$0	\$482,264	2.00
Budget Office	1,775,868	0	1,775,868	11.00
Finance and Risk Management	7,790,459	7,927,888	15,718,347	60.00
Central Human Resources	4,123,691	88,467,924	92,591,615	34.60
Division of Assessment, Recording & Taxation (DART)	<u>19,372,711</u>	<u>5,400,000</u>	<u>24,772,711</u>	<u>131.50</u>
Total County Management	\$33,544,994	\$101,795,812	\$135,340,805	239.10

Director's Office

The Director's Office for the Department of County Management (DCM) is responsible for the administrative infrastructure and financial health for the overall County organization. The Director's office develops and presents policy analysis and provides corporate leadership in the areas of budget, finance and risk management, human resources, and administration.

The Director's Office works with DCM divisions, elected officials and staff, and departments to establish priorities and guidelines to assure policies and operations are aligned with priorities. The Director's Office provides project management and direction for county-wide projects identified and prioritized by the Chair's Office, and works with elected officials and departments on infrastructure policy and delivery for the entire County.

Significant Changes

Budget Office

The Budget Office guides the development of the County's Budget Process, prepares the annual budget and supports the Chair and the Board of County Commissioners in their budgeting decisions by helping align the County's annual spending plan with their priorities. It also serves as a liaison between departments, elected officials and the community in communicating policy direction and program priorities, coordinating strategic planning and providing technical expertise, training, program and management analysis.

The Budget Office leads the countywide budget process, evaluates County policies and operations, and recommends redirection of policy and/or resources.

The Budget Office prepares and presents the following:

- Prepares the annual budget, budget in brief and associated documents;
- Financial forecasting and budget projections;
- Ad hoc analysis for County Management and the Chair's Office; and
- Countywide research and evaluation.

Staff assist departments by providing information and training on financial management, planning, budgets, and expenditure and revenue forecasting. Budget staff serve on countywide task forces related to budget, finance and other policy and fiscal matters; identify and resolve financial problems; and support County Labor Relations in collective bargaining and cost analysis.

Significant Changes

The Budget Office is implementing the new web-based budget software, TeamBudget for FY 2015. The overall goal of the new budget system is to replace the current set of fragmented applications and tools that are used to manage the annual budgeting process with a single integrated application. The new budget system meets Central Budget Office requirements and will provide departments with both tools for developing annual budgets and the ability to extract budget data for ongoing analysis.

While the budget process, legal requirements and major timelines remain, there are new technological changes. Implementation of the new system requires a significant increase in training and technical support. The Budget Office has made major investments of staff time within existing resources to ensure a smooth and successful transition to the new budget system.

The Budget Office has also been engaged in expanding countywide research and evaluation. Potential projects for FY 2015 include: analyzing workforce analytics for County Management (DCM), County Assets (DCA) and Central Human Resources; evaluating DCM recruitment and hiring process and proposing process improvements: distributing and analyzing the countywide employee survey; and other statistical analysis or research as assigned.

Finance and Risk Management

The Finance and Risk Management Division provides a wide variety of services to ensure the County's financial transactions are managed in a timely and accurate manner.

The division pays the County's bills, maintains and records accounting transactions, manages cash and investments, issues payroll checks, and manages the contracting process. Risk Management negotiates insurance coverage for the County's buildings, manages claims associated with work related injuries, consults on workplace safety and health, and manages claims for the County's self-insured liability program.

Finance and Risk Management is responsible for preparing the County's Comprehensive Annual Financial Report (CAFR). The CAFR has been awarded the Government Finance Officers of America (GFOA) award for distinguished reporting in each of the past 28 years. Staff members in the division serve in leadership positions on statewide professional organizations and advisory boards. This serves as recognition by our peers of the ways Finance and Risk Management programs strive for innovative solutions.

The division constantly seeks ways in which efficiencies can be implemented to improve the processing of financial transactions

Significant Changes

Program offer 72003B, FRM Economic Development-This program offer now incorporates previous year program offer 10019 Economic Development and transfers 1.00 FTE. This function was formerly budgeted as a Nondepartmental program. The position will continue to leverage County programs and polices to enhance competitiveness of local businesses and increase the economic success of all County residents. The economic development activities will now reside under the Chief Financial Officer.

Program Offer 72003A has added a 1.00 FTE Administrative Analyst position to provide administrative support for the division.

Program Offer 72002 FRM Accounts Payable- This program offer has added a 0.50 FTE Finance Specialist position to enhance the units ability to provide consistent and effective Accounts Payable auditing functions (e.g. Procurement Card, Mileage, Payable, and Cell Phone audits). The continued growth in electronically processed payments and P-Card usage has increased the number of necessary audits.

Central Human Resources

The Central Human Resources Division is driven by its Strategic Plan Mission: "Through leadership and collaborative partnerships, we foster organizational excellence, ensure equity and provide strategic human resources services to attract, develop, and sustain a diverse and talented workforce."

The Central Human Resources Division provides strategic leadership, recommends policy and partners with the department HR units to guide consistent, efficient and cost effective HR processes and practices necessary to achieve results across the organization.

The HR Director ensures HR processes are aligned with County-wide goals and oversees evaluation of HR contributions to organizational effectiveness.

Central Human Resources manages the following services and systems to support employees, managers as well as the business needs of the County:

- Collective bargaining and labor contract interpretation;
- Personnel rules and County HR policy development and interpretation;
- Job classification and compensation plans;
- County-wide training and organizational development;
- HR process monitoring and evaluation;
- · Recruitment and retention systems and processes;
- Employee Benefits and Wellness programs; and
- Privacy Officer program for HIPAA and Privacy Rule compliance.

Significant Changes

A 2013 national study found that Oregon has the least affordable child care in the country. The Chair's Executive Budget establishes the Multnomah County Child Care Network. Program offers 72021A and 72021B provide \$330,000 to establish a network of child care providers that will offer discounted rates and priority access for children of County employees; and to provide a tuition discount estimated at 10% for up to 180 children of County employees.

fy2015 adopted budget

Division of Assessment, Recording and Taxation (DART) The Division of Assessment, Recording and Taxation (DART) collects and distributes approximately \$1.4 billion in annual property taxes on behalf of all Multnomah County taxing districts while ensuring that all property is valued and taxed fairly and accurately. DART performs the statutorily required functions of Tax Assessor, Tax Collector and certain County Clerk functions including Recording, Marriage Licenses, Domestic Partnership Registrations, Passports and the Board of Property Tax Appeals.

DART collaborates with stakeholders to address the evolving needs of the Multnomah County community to meet mandated functions and to provide leadership to improve the efficiency of the statewide property tax system. The Division provides proactive and judicious stewardship of public resources through its efficient and cost effective management.

DART maintains approximately 341,000 property tax accounts, calculates tax levies, certifies the tax roll for collection, collects and processes property tax payments, and distributes property taxes to over 60 taxing districts. The Division provides responsive customer service, maintains ownership records and property descriptions, records over 175,000 documents, issues over 6,700 marriage licenses and domestic partnership registrations, responds to 105,000 inquiries and serves 55,000 walk-in customers.

Significant Changes

DART's Customer Service Office, Recording Office and Public Research Room were fully integrated in FY 2013, improving efficiency and quality of service delivery. Additional improvements from technology updates have included an electronic customer queuing and reporting system, on-line chat tool, on-line marriage application, on-line property tax statements and a new passport photo service. Digitization of historic public records, availability of records via a County Clerk System and in 2014 a new web-based Digital Research Room, provide easily accessible digital records. These changes result in ongoing savings due to reduced space and equipment requirements, e-business efficiencies, and responsive quality service.

DART plans to implement a new tax payment processing system which is estimated to save the County nearly \$60,000 annually due to reductions in software and hardware maintenance.

Electronic document recording, implemented in FY 2013, resulted in processing and cost efficiencies and more sustainable practices. Additional aggregators were added in 2014 which will increase e-recording to more than 50% of documents.

Department of County Management
The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
DCM Directo	or's Office				
72000	DCM Director's Office	\$482,264	\$0	\$482,264	2.00
Budget Offic	e				
72001	Budget Office	1,775,868	0	1,775,868	11.00
Finance and	Risk Management				
72002	FRM Accounts Payable	730,250	0	730,250	7.10
72003A	FRM Chief Financial Officer	1,474,869	186,850	1,661,719	4.95
72003B	FRM Economic Development Program	0	196,156	196,156	1.00
72003C	FRM Economic Development East Portland Action	50,000	0	50,000	0.00
72004	FRM General Ledger	960,530	0	960,530	9.00
72005	FRM Purchasing	2,043,941	0	2,043,941	18.00
72006	FRM Property & Liability Risk Management	0	2,877,542	2,877,542	1.50
72007	FRM Payroll/Retirement Services	853,160	0	853,160	7.95
72008	FRM Treasury and Tax Administration	1,677,708	0	1,677,708	4.00
72009	FRM Worker's Compensation/Safety & Health	0	4,565,000	4,565,000	6.50
72010	FRM Recreation Fund Payment to Metro	0	102,340	102,340	0.00
Central Hum	an Resources				
72016A	Central HR Administration	1,377,108	180,802	1,557,910	4.63
72017	Central HR Services	1,596,127	0	1,596,127	10.60
72018	Central HR Labor Relations	820,456	101,720	922,176	5.85
72019	Central HR Unemployment	0	820,420	820,420	0.15
72020	Central HR Employee Benefits	0	87,364,982	87,364,982	13.37
72021A	Network of Child Care for County Employees	120,000	0	120,000	0.00
72021B	Multnomah County Child Care Expansion: Tuition Discount	210,000	0	210,000	0.00

County Management

fy2015 adopted budget

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
Division of A	ssessment, Recording and Taxation (DART)				
72023	Div of Assessment, Recording & Taxation Administration	1,203,192	0	1,203,192	6.00
72024	DART Customer Service	1,005,178	0	1,005,178	9.30
72025A	DART County Clerk Functions	1,459,194	0	1,459,194	12.00
72025B	DART County Clerk Carryover	226,000	0	226,000	0.00
72026	DART Ownership	417,048	0	417,048	4.20
72027	DART Tax Revenue Management	1,755,993	0	1,755,993	11.50
72028	DART GIS / Cartography	587,478	0	587,478	4.30
72029	DART Assessment Performance Analysis	455,229	0	455,229	3.30
72030	DART Property Assessment Special Programs	1,317,803	0	1,317,803	11.00
72031	DART Personal Property Assessment	1,330,159	0	1,330,159	10.60
72032	DART Property Assessment Industrial	886,838	0	886,838	7.40
72033	DART Commercial Property Appraisal	1,835,989	0	1,835,989	14.30
72034	DART Residential Property Appraisal	3,632,519	0	3,632,519	29.40
72035A	DART Assessment & Taxation System Upgrade	0	3,900,000	3,900,000	0.00
72035B	DART Assessment & Taxation System Upgrade	0	1,500,000	1,500,000	0.00
72037	DART Applications Support	1,443,651	0	1,443,651	6.70
72038	DART Tax Title	1,816,442	0	<u>1,816,442</u>	<u>1.50</u>
	Total County Management	\$33,544,994	\$101,795,812	\$135,340,806	239.10

County	/ Managemer	nt

fy2015 **adopted** budget

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Program #72000 - DCM Director's Office

7/3/2014

Department: County Management Program Contact: Sherry Swackhamer

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Director's Office manages the administrative infrastructure and financial health of the entire county and sets administrative policy. The areas of responsibility with county-wide implications include Budget, Finance, Property Assessments & Recording, Tax Collections and Human Resources.

Program Summary

The Director develops and presents administrative, financial, human resource and infrastructure guidelines and policy to executive level staff, County Chair, Chief Operating Officer and Board of County Commissioners. The Director works with DCM Division Managers, Chair, BCC and departments to establish priorities and guidelines and ensure policies are aligned with these priorities. The Director works with department and human resource personnel to recruit, train and retain a high quality diverse work force; provides management for county-wide projects identified by the Chair's Office; and works with Board, the Department of County Assets (DCA) and other departments on the funding policies involving the physical infrastructure of the County.

DCM has embraced the electronic alternative to printing mandated or informational documents such as the Comprehensive Annual Financial Report, the annual Budget document or the Risk Management Annual Report, to name a few. This along with the efforts to reduce general paper consumption contributes to the Climate Action Plan, Local Govt Operations section, item 18-8 related to reduction of waste. DCM has also made great strides in its use of electronic payment processing and paperless employee applications.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Each Supervisor will complete a minimum of 8 training and development hours.	8	8	8	8			
Outcome	Supervisors and employees discuss how to meet training needs of the employee.	100%	100%	100%	100%			

Performance Measures Descriptions

ORS 208, 238, 294, 295, 310 and many other Oregon Revised Statutes, Multnomah County Code, Chapters 7, 9, 11 and 12 and County Charter requires the county to maintain appropriate personnel, infrastructure, taxation and financial system operations.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$507,883	\$0	\$403,511	\$0
Contractual Services	\$58,000	\$0	\$29,000	\$0
Materials & Supplies	\$11,678	\$0	\$10,700	\$0
Internal Services	\$50,095	\$0	\$39,053	\$0
Total GF/non-GF	\$627,656	\$0	\$482,264	\$0
Program Total:	\$627,656		\$482	2,264
Program FTE	3.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is supported exclusively by General Fund revenues.

Significant Program Changes

Last Year this program was: 72000A DCM Director's Office

This program offer also includes last year's program offer 72000B DCM Administrative Support. Reallocation of 1.00 FTE from the Director's Office to program 72001 Budget Office. This shift of resources is due to the implementation of the countywide budget system, TeamBudget. The Budget Office has relied exclusively on existing resources to manage and implement the new budget system; however, due to the increased and ongoing workload level it was necessary to realign staff within DCM.



Program #72001 - Budget Office

7/3/2014

Department: County Management **Program Contact:** Karyne Kieta

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Budget Office guides the development of the County's Budget Process, prepares the annual budget and supports the Chair and the Board of County Commissioners with their budgeting decisions by helping align the County's annual spending plan with the priorities. It also serves as a liaison between departments, elected officials and the community in communicating policy direction and program priorities, coordinating strategic planning and providing technical expertise, training, program, and management analysis.

Program Summary

The Budget Office leads the countywide budget process, evaluates County policies and operations, and recommends redirection of policy and/or resources.

The Budget Office does the following:

- Prepares the annual budget, budget in brief and associated documents;
- Financial forecasting and budget revenue/expenditure projections;
- · Ad hoc analysis for County Management and the Chair's Office; and
- Countywide research and evaluation and cost control analyses;
- Prepares the supplemental budget; and
- Maintains the legal budget throughout the course of the year.

Staff also assist departments in measuring performance of County programs; providing information and training on financial management, planning, budgets, and expenditure and revenue forecasting. Budget staff serve on countywide task forces related to budget, finance and other policy or fiscal matters; identify and resolve problems; and support County Labor Relations in collective bargaining research and detailed cost analysis.

Over the last decade, the County has received the Government Finance Officers Association's (GFOA) Distinguished Budget Annual Award. The award represents a significant achievement by the County. It reflects the commitment of Multnomah County's governing body and staff to meet the highest principles of governmental budgeting.

The Budget Office is implementing Questica's Team Budget software for the FY 2015 budget cycle. The overall goal of the new budget system is to replace the current set of fragmented applications and tools that are used to manage the annual budgeting process with a single integrated application. The new budget system meets Central Budget Office requirements and will provide departments with both tools for developing annual budgets and the ability to extract budget data for ongoing analysis.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of budget modifications processed (includes internal)	144	150	190	150		
Outcome	% of budget modifications entered into SAP within 4 weeks of Board approval	92%	85%	95%	90%		
Quality	Percent error in General Fund Revenue Forecast	(0.36%)	2.0%	(0.50%)	2.0%		
Quality	% of customers satisfied with the Budget Office staff performance*	95%	95%	97%	95%		

Performance Measures Descriptions

*Because the budget process ends prior to the beginning of the fiscal year, the FY 2014 estimate is the "actual" customer satisfaction rating. In FY 2015, we anticipate there may be a slight drop in customer satisfaction due to the implementation of the new budget software system.

The Budget Office is not mandated, but the County is subject to Oregon Budget Law, ORS Chapter 294 & sections of ORS Chapters 280 & 310 related to filing and ballot title wording. The office is responsible for producing a financially sound budget that complies with the law and communicating the outcome from public funds entrusted to the County.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,325,959	\$0	\$1,486,801	\$0
Contractual Services	\$0	\$0	\$10,000	\$0
Materials & Supplies	\$56,240	\$0	\$88,900	\$0
Internal Services	\$155,361	\$0	\$190,167	\$0
Total GF/non-GF	\$1,537,560	\$0	\$1,775,868	\$0
Program Total:	\$1,537,560		\$1,77	5,868
Program FTE	10.00	0.00	11.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is supported exclusively by General Fund revenues.

Significant Program Changes

Last Year this program was: 72001 Budget Office

The Budget Office is implementing the new web-based budget software, TeamBudget for FY 2015. While the budget process, legal requirements, and major timelines remain, there are new technological changes. Implementation of the new system requires a significant increase in training and technical support. The Budget Office has relied exclusively on existing resources to manage and implement the new budget system; however, due to the increased and ongoing workload level it was necessary to realign staff within DCM.

Reallocation of 1.00 FTE from the Director's Office (72000) to the Budget Office to help absorb workload increases.



Program #72002 - FRM Accounts Payable

7/3/2014

Department: County Management **Program Contact:** Mike Waddell

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Central Accounts Payable (AP) supports County programs in the areas of vendor payment processing, auditing and data integrity, travel and training audits, procurement card administration, vendor master file management and County Administrative Procedures compliance monitoring.

Program Summary

Accounts Payable (AP) processes approximately 120,000 vendor invoice payments and refunds annually; this includes check payments, electronic payments and intergovernmental funds transfers. AP administers the purchasing card program and facilitates the establishment and monitoring of petty cash accounts countywide; furthermore, it coordinates the year-end expenditure accruals; conducts internal audits of AP functions while ensuring that vendor payments are paid in an accurate and timely manner and are compliant with applicable internal controls, administrative procedures and government accounting practices; coordinates/prepares documentation for external audits and is responsible for maintaining accurate vendor records for payment and tax reporting purposes. AP also establishes and communicates clear and uniform county administrative practices and procedures related to AP functions. In addition, AP provides one-on-one technical assistance/training and also hosts information forums and periodic finance related user-group meetings for the purpose of informational updates, group training, and peer/professional support which ultimately contribute to staff competencies.

Accounts Payable prides itself on fostering continuous process improvement by exploring/adopting AP best practices while leveraging technology to evolve the Accounts Payable function from a paper intensive payment process to a more sustainable, electronic payment process. This single objective has reduced the cost of government by providing operating efficiencies while maintaining internal controls and supporting Climate Action Plan (Action Area 18-8).

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Payments Processed	127,258	128,845	119,928	120,000	
Outcome	Percent of Invoices Paid On Time within std NET 30	89%	89%	90%	90%	
Outcome	Percent of Total Payments that are Electronic	63%	60%	67%	67%	
Outcome	Procurement Card Rebates	\$134,302	\$145,000	\$175,000	\$175,000	

Performance Measures Descriptions

Invoice payments processed will decrease as we progress to more consolidated billings, electronic payments and growth in Multco Marketplace activity. Percent of total payments that are electronic-growth correlates with more cost effective electronic payment methods including ACH, ePayables and Pcards. Procurement Card Rebates are directly associated with the total amount spent in the P-Card system which reflects modest ePayables and Multco Marketplace growth.

Tax Information Returns (i.e. 1099 MISC, 1099 INT, etc.) are mandated by the Internal Revenue Service code as described in Sections 1.6001-1 through 1.6091-4. Failure to comply would result in the County being assessed penalties and fines.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$664,050	\$0	\$711,565	\$0
Materials & Supplies	\$10,740	\$0	\$18,685	\$0
Total GF/non-GF	\$674,790	\$0	\$730,250	\$0
Program Total:	\$674,790		\$730),250
Program FTE	6.60	0.00	7.10	0.00

Program Revenues				
Other / Miscellaneous	\$145,180	\$0	\$175,180	\$0
Total Revenue	\$145,180	\$0	\$175,180	\$0

Explanation of Revenues

This program is supported by General Fund revenues. Rebates are the only Central Accounts Payable revenue. Rebates, received from U.S. Bank and Bank of America, are based on the level of annual spending in each of the banks' credit card programs. The majority is from Bank of America's procurement card program; rebates from BOA are generally 1% of total value of transactions processed. Multnomah County is part of the Bank of America Procurement Card Consortium of local governments which, as a group has leveraged competitive rebate terms.

Significant Program Changes

Last Year this program was: 72002 FRM Accounts Payable

This offer adds 0.50 Finance Specialist 1. Accounts Payable is shifting from traditional check payment processing to a more cost effective electronic payment processing the latter of which occurs daily rather than part of the weekly check run. As a result, daily work load and transaction audits have increased; Purchasing Card audits have also increased as a result of significant growth in Pcard use and transaction volume. Transaction audits are an essential internal control to ensure Accounts Payable compliance. The additional 0.50 FTE will be funded from increased rebates as the Purchasing Card program expands.



Program #72003A - FRM Chief Financial Officer

7/3/2014

Department: County Management **Program Contact:** Mark Campbell

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Chief Financial Officer (CFO) manages the financial health of the entire county and sets administrative policy related to financial management. Direct responsibilities include Accounts Payable, General Ledger, Risk Management, Retirement Programs, Tax Administration, Central Purchasing and Treasury.

Program Summary

The CFO develops and presents financial guidelines to executive level staff, the County Chair's Office, and Board of County Commissioners (BCC). The CFO presents recommendations related to public financial policy to these groups as well as other jurisdictions. The CFO interacts with the Oregon legislature, the general public, and the business community in assessing the potential impact of changes in financial policy. The CFO also develops and/or suggests financing alternatives to executive level staff and jurisdiction partners.

The CFO monitors the Public Employees Retirement System (PERS) and works with partner jurisdictions to develop and present legislative policy. This involves communication with the BCC, the Oregon Legislature and/or PERS Board and labor groups. The CFO works with the Budget Office, the Chair's Office, the BCC and County departments to establish priorities and guidelines and assure policies are aligned with these priorities. The CFO works with finance sections, DCM divisions, and department stakeholders on all administrative policies and procedures.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Comprehensive Annual Financial Report is issued according to legal requirements	1	1	1	1	
Outcome	Maintain County's high bond rating of Aaa	1	1	1	1	

Performance Measures Descriptions

Output: The Comprehensive Annual Financial Report is a primary product of the Finance Division. Statutes require that it is issued within six months of the close the fiscal year. 1=achieved; 0=not achieved.

Outcome: County maintains highest bond rating of Aaa on general obligation debt. This rating is achieved by continuing to demonstrate prudent financial management.

1=achieved; 0=not achieved.

ORS 208, 288,294,295, 310 and many other Oregon Revised Statutes, Multnomah County Code, Chapters 7, 9, 11 and 12 and County Charter requires the County to maintain appropriate personnel, infrastructure, taxation and financial system operations.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$400,344	\$43,720	\$606,812	\$44,807
Contractual Services	\$50,000	\$0	\$50,000	\$0
Materials & Supplies	\$109,558	\$1,500	\$51,359	\$2,500
Internal Services	\$812,717	\$133,107	\$766,697	\$139,543
Total GF/non-GF	\$1,372,619	\$178,327	\$1,474,868	\$186,850
Program Total:	\$1,550,946		\$1,66	1,719
Program FTE	2.75	0.20	4.75	0.20

Program Revenues				
Other / Miscellaneous	\$0	\$178,327	\$0	\$186,850
Total Revenue	\$0	\$178,327	\$0	\$186,850

Explanation of Revenues

This program is supported by General Fund and Risk Fund revenues.

Significant Program Changes

Last Year this program was: 72003 FRM Chief Financial Officer

This offer adds a 1.00 FTE Administrative Analyst position to provide administrative support for the division.



Program #72003B - FRM Economic Development Program

7/3/2014

Department: County Management **Program Contact:** Mark Campbell

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Economic Development Program in the County Finance Division works with the Chief Financial Officer to leverage existing county programs and policies to enhance the competitiveness of local businesses, increase the economic success of all county residents, and engage Multnomah County businesses as vital members of the community.

Program Summary

This program offer now incorporates previous year program offer 10019 Economic Development and transfers one position. This function was formerly budgeted as a Non-Departmental program. Economic development efforts and activities will be under the Chief Financial Officer.

The Economic Development program identifies opportunities to increase the stability and quality of the workforce, decrease unemployment and underemployment for all county residents, bring more capital and technical assistance to small businesses, and foster an environment where business and the broader community participate respectfully in constructive dialogue. The program works with businesses, trade associations, labor groups, non-profit organizations, other County divisions, and the state, federal and other local governments to identify and pursue these opportunities. The program oversees and reports on Multnomah County's expenditures of State Lottery Funds and provides staff support to the Business Advisory Council. This function was formerly budgeted as a Non-Departmental program.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Compile annual report on State Lottery Fund expenditures	1	1	1	1		
Outcome	Further Multnomah County's economic development strategy	0	1	1	1		

Performance Measures Descriptions

Reporting on the expenditures of State Lottery Funds increases transparency and accountability for the County's economic development efforts, and developing a comprehensive strategy intensifies the focus of the County's efforts and further increases accountability.

None.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$144,745	\$0	\$119,484
Contractual Services	\$0	\$30,000	\$0	\$30,000
Materials & Supplies	\$0	\$32,063	\$0	\$39,157
Internal Services	\$0	\$14,802	\$0	\$7,515
Total GF/non-GF	\$0	\$221,610	\$0	\$196,156
Program Total:	\$221,610		\$196	5,156
Program FTE	0.00	1.00	0.00	1.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is funded with State Video Lottery dollars.

Significant Program Changes

Last Year this program was: 10019 Office of Economic Development

This program has moved from the Nondepartmental budget to the Department of County Management's budget for FY 2015.



Program #72003C - FRM Economic Development East Portland Action

7/3/2014

Department: County Management **Program Contact:** Mark Campbell

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

The Economic Development Program in the County Finance Division works with the Chief Financial Officer to leverage existing county programs and policies to enhance the competitiveness of local businesses, increase the economic success of all county residents, and engage Multnomah County businesses as vital members of the community.

Program Summary

The East Portland Action Plan supports community efforts, while looking strategically for opportunities to improve livability and policies to address some of the challenges facing East Portland. The Action Plan was convened by the City of Portland, Multnomah County, and now U.S. Senator Jeff Merkley, for the specific task of providing "leadership and guidance to public agencies and other entities on how to strategically address community-identified issues and allocate resources to improve livability. An intergovernmental agreement with city of Portland to go toward the East Portland Action Plan. The dollars from the county will go to enhance the Action Plan grant programs, which distributes funds ranging from \$500 to \$5,000 to address any of the 262 Action Plan items or assist with their efforts to republish school based health center brochures in additional languages.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output		0	0	0	0	
Outcome		0	0	0	0	

Performance Measures Descriptions

None

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$50,000	\$0
Total GF/non-GF	\$0	\$0	\$50,000	\$0
Program Total:	\$0		\$50	,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Funded with one time only General Fund

Significant Program Changes

Last Year this program was:



Program #72004 - FRM General Ledger

7/3/2014

Department: County Management Program Contact: Cara Fitzpatrick

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The General Ledger (GL) program manages central financial accounting and reporting, including the annual external financial audit, audit of the County's expenditures of federal awards, the indirect cost allocation plan, contract fiscal compliance over grants, as well as general accounting support and assistance countywide.

Program Summary

The GL program supports and monitors the County's financial accounting activity by performing corporate level accounting functions including account reconciliations, review/approval of accounting transactions and preparing required financial reports.

The primary product is the County's Comprehensive Annual Financial Report (CAFR), which includes all activities associated with the required annual external financial audits. The CAFR earns the Government Finance Officers Association (GFOA) award annually for excellence in financial reporting. This award indicates management has prepared financials meeting the reporting standards and requirements noted by GFOA. Approximately 3% of government entities in the United States receive this award annually.

The program's fiscal compliance (FC) unit performs site reviews and financial statement analyses on County human service contracts in order to maintain compliance with Federal, State and County laws and regulations and to provide fiscal oversight of contracted programs. GL also prepares the County's cost allocation plans needed to recover central and departmental overhead and administrative indirect costs from external revenue sources. Maintaining internal controls and the chart of accounts are also performed by GL.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of properly stated balance sheet accounts per review of external auditors	300	300	300	300			
Outcome	Percent of total County pass-through dollars actively monitored by Fiscal Compliance	66.0%	70.0%	65.0%	65.0%			

Performance Measures Descriptions

Output: In the County's external financial audit, the auditors will analyze and audit our balance sheet accounts. Fewer balance sheet accounts identified with misstatements will indicate a high degree of accuracy in the financial statements (300 Total Accounts). Outcome: Fiscal Compliance unit performs financial monitoring of County funded human service (HS) providers. Monitoring includes Federal, State, County and other funds recorded in the pass-through/program support GL account. A higher % monitored indicates greater coverage and decreased County financial risk as it relates to HS providers.

Oregon Revised Statutes (ORS), Ch. 297~Audits of Public Funds and Financial Records requires governments to have an external audit and submitted to the Secretary of State - Audits Division. The Office of Management and Budget (OMB) Circular A-133 (Audits of States, Local Governments & Non-Profit Organizations) requires entities expending Federal funds over \$750,000 in a fiscal year to have a single audit of Federal awards. Also per A-133, Federal funds that are passed on to other organizations (such as non-profits) must perform subrecipient monitoring on those contracts funded with pass-through dollars. OMB A-87 (Cost Principles for State, Local & Indian Tribal Governments) requires organizations to publish an approved indirect cost allocation plan for any indirect or administrative costs allocated to Federal awards.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,026,941	\$0	\$919,430	\$0
Contractual Services	\$1,000	\$0	\$12,000	\$0
Materials & Supplies	\$20,600	\$0	\$29,100	\$0
Total GF/non-GF	\$1,048,541	\$0	\$960,530	\$0
Program Total:	\$1,048,541		\$960),530
Program FTE	10.00	0.00	9.00	0.00

Program Revenues				
Service Charges	\$15,000	\$0	\$15,500	\$0
Total Revenue	\$15,000	\$0	\$15,500	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

External revenue is received from Service Districts (Dunthorpe-Riverdale, Mid County Street Lighting) as reimbursement for accounting services provided to each Service District.

Significant Program Changes

Last Year this program was: 72004 FRM General Ledger

Changes from FY 2014 budget program offer include costs allocated to professional services to provide for a study and consulting costs on the County's Indirect Cost Allocation Plan, as well as costs allocated to software licensing and maintenance to purchase a new financial reporting software program designed to integrate all elements of the CAFR, GL's primary product.



Program #72005 - FRM Purchasing

7/3/2014

Department: County Management **Program Contact:** Brian Smith

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Purchasing oversees the County's goods and services procurement activities and provides leadership, expertise, and training to employees who perform purchasing functions. Purchasing supports departments to procure products and services in construction, materials, and both non-professional and professional services. Purchasing ensures appropriate and cost-efficient public procurement and contracting practices, including evaluating the economic, social and environmental impacts of purchases.

Program Summary

Purchasing provides leadership, policy oversight and monitoring, contract procurement, compliance, staff training, support services and overall accountability for several thousand contracts and hundreds of millions of dollars awarded each year.

Key efforts include: (1) safeguard the County from potential contractual risk and liability exposure; (2) ensure products and services are purchased in accordance with federal and state laws, procedures and regulations including County Administrative Procedures and rules established by Multnomah County's Public Contract Review Board (PCRB); (3) review and approve contract documents, review and approve contract changes and/or amendments and maintain official contract records; (4) research, analyze, recommend, and implement best business practices; (5) provide on-going guidance, support, training, and consultation to departments and employees; (6) track, monitor, analyze and annually report on contract data and performance measures; (7) maximize efforts to include and ensure participation of Minority, Women and Emerging Small Businesses (MWESB) and Qualified Rehabilitation Facilities (QRF); (8) participate in community events, meetings and conduct outreach to the MWESB vendor community, and (9) develop and implement sustainable purchasing policies, procedures and training.

Climate Action Plan: 18-9 By policy, sustainable practices of prospective vendors, contractors and service providers are included as evaluation criteria in all contract awards over \$5,000. All Purchasing staff share in the education, training, and support of County staff to promote and support sustainable purchasing practices.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percent of contracts awarded to MWESB and QRF businesses	23%	35%	35%	35%	
Outcome	Minimize the number of sustained protests on formal procurements	0	0	1	0	
Output	Number of formal RFP and Bid solicitations issued	69	70	60	70	
Output	Number of contracts processed	737	700	700	700	

Performance Measures Descriptions

These are the same performance measures as in FY 2014. Purchasing manages formal Request For Proposal (RFP) and bid solicitations (>\$150,000) for the County because they represent the greatest risk in the County's purchasing activity. Minimizing the number of sustained protests is an indicator of how well Purchasing is managing the risks associated with formal procurement processes. The output measures listed are good indicators of the volume of formal procurements we conduct and the contract processing activity across all county departments.

Oregon Revised Statutes (ORS) 279A, 279B, and 279C establish requirements affecting the County's procurement and contracting practices. The County establishes and implements Public Contract Review Board (PCRB) Rules and Administrative Procedures CON-1 and PUR-1 to define its procurement and contracting processes within the constraints of ORS requirements.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,865,452	\$0	\$1,901,356	\$0
Contractual Services	\$49,103	\$0	\$63,907	\$0
Materials & Supplies	\$77,503	\$0	\$78,678	\$0
Total GF/non-GF	\$1,992,058	\$0	\$2,043,941	\$0
Program Total:	\$1,992,058		\$2,04	3,941
Program FTE	18.00	0.00	18.00	0.00

Program Revenues				
Other / Miscellaneous	\$2,000	\$0	\$2,000	\$0
Total Revenue	\$2,000	\$0	\$2,000	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

External revenues are generated primarily when fees are collected for services performed in response to public records requests.

Significant Program Changes

Last Year this program was: 72005 FRM Purchasing



Program #72006 - FRM Property & Liability Risk Management

7/3/2014

Department: County Management **Program Contact:** Michelle Cross

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Property & Liability Risk Program (P&LRP) manages the County's property and liability programs in accordance with all legal requirements and County policies/procedures. If focuses on County-wide risk exposures, liability/subrogation claims, insurance, loss control/prevention, and risk management. Our goal is to annually determine the County' "Cost of Risk", benchmark against other entities and continually improve our program by implementing best practices.

Program Summary

The Property & Liability Risk Program (P&LRP) purchases property insurance, County vehicle/fleet coverage, marine coverage, crime coverage, excess liability, excess medical malpractice coverage, bonds, and other specialized insurance coverage for the County. The P&LRP recommends the types/limits of insurance for contracts, recommends the purchase of specialized insurance and develops County-wide policies and procedures. The P&LRP designs and implements risk management strategies for the prevention of risk exposure and property and liability loss County-wide. The program adjusts property loss claims, and liability claims with a contracted adjuster and the County Attorney's Office. The County chooses to "self-insure" (retain a certain amount of financial exposure to loss and purchases property and excess liability coverage for large property and liability related claims). This controls the loss adjustment process, minimizes our "total cost of risk" (Uninsured claims costs + insurance costs+ administrative costs), and motivates internal loss control behavior. A department's internal property and liability rates are based on their past losses.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of policies for liability ins. bond, crime, coverages purchased/renewed	16	16	16	16		
Outcome	Annual premium rate for liability ins/bond-cents per \$1,000 budget	8	8	8.5	8.5		

Performance Measures Descriptions

Output: Appropriate types of insurance coverage indicates strong safeguarding of the County's Assets.

Outcome: This year's average premium rate per \$1,000 in budget for self-insured Oregon public entities is 9 cents. The County's rate is 8.5 cents, indicating that the cost of the Liability Risk Program again this year is below the average premium rate for self-insured Oregon public entities.

The Property & Liability Risk Program is mandated by County Code 7.100-7.104. The County is required by the State to have specific insurance and bond coverage. The County is self-insured for liability in accordance with the provisions of the Oregon Tort Claims Act, ORS 30.270 and purchases Excess Liability insurance above the self-insured retention of \$1,000,000. The required Public Official Bonds, DEQ Bonds, and Pharmacy Bond are purchased in accordance with State requirements. The P&LP manages the County's compliance with numerous OSHA requirements to promote employee safety, including driver's license validation and inspections by regulatory and insurance carrier representatives.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$217,680	\$0	\$170,090
Contractual Services	\$0	\$271,200	\$0	\$260,447
Materials & Supplies	\$0	\$2,368,224	\$0	\$2,447,005
Total GF/non-GF	\$0	\$2,857,104	\$0	\$2,877,542
Program Total:	\$2,85	\$2,857,104		7,542
Program FTE	0.00	1.50	0.00	1.50

Program Revenues				
Other / Miscellaneous	\$0	\$2,779,352	\$0	\$2,877,542
Total Revenue	\$0	\$2,779,352	\$0	\$2,877,542

Explanation of Revenues

Departments are charged a risk property & liability rate based on claims experience and an actuarial valuation performed every three years. The Property & Liability Risk Program also receives subrogation money and reimbursement related to liability claims.

Significant Program Changes

Last Year this program was: 72006 FRM Property & Liability Risk Mgmt



Program #72007 - FRM Payroll/Retirement Services

Program Contact: Susie Cameron 7/3/2014

County Management **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Central Payroll is responsible for paying the employees of Multnomah County, ensuring compliance with Federal, State, and local wage and hour laws, withholding and remitting employment taxes and other deductions, issuing wage and tax reporting statements and administering the pension and deferred compensation programs.

Program Summary

Central Payroll produces 24 payrolls per year for all Multnomah County employees and is responsible for:

- Accurately withholding, reporting and remitting employment taxes to Federal, State and Local taxing authorities;
- Reporting and remitting pension contributions to the Public Employees Retirement System;
- Administering the County's IRC §457 deferred compensation program;
- Ensuring that timekeeping and wage payments are done in compliance with Federal and State wage and hour laws, labor contracts and County Administrative guidelines.
- Reconciling and remitting mandated deductions for creditor garnishments, child support, bankruptcies, tax levies and union dues.
- Reconciling and producing year-end tax statements for employees (W2's) and vendors (1099's) of Multnomah County following strict federal and state regulations.

Payroll protects County funds by ensuring that employment taxes, wage and tax statements, and pension payments are processed and remitted timely to avoid assessment of fines for noncompliance. This program contributes to the Climate Action Plan, Local Government Operations section, item 18-8 related to reduction of waste by providing electronic disbursements of wages to employees' financial institutions and providing paperless notification of their deposits. Currently 97% of employees participate in direct deposit of funds and of those, 92% receive the notification of deposit via email.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Average number of payments issued per period*	6698	6700	6665	6700			
Outcome	Percent issued without error*	99%	99%	99%	99%			
Output	Percent of employees participating in Deferred Comp**	48%	50%	48%	50%			

Performance Measures Descriptions

Output/Outcome*Number of payments per pay period exceeds number of employees due to many employees having multiple direct deposits. Payroll has consistently maintained a high level of accuracy (99%). Output**The percent of employees participating in the deferred comp plan will measure the effectiveness and quality of the educational opportunities offered. The national average for participation is 29%.

Wage payments are mandated by Federal & State wage and hour laws, 10 union contracts, and Multnomah County Personnel Rules. Withholding and remitting employment taxes is mandated by the Internal Revenue Service and the Oregon Dept of Revenue. Pension contributions are mandated by union contracts, Multnomah County Personnel Rules and Oregon Revised Statutes. Failure to comply with these laws and regulations result in fines and penalties being assessed.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds	
Program Expenses	2014	2014	2015	2015	
Personnel	\$795,295	\$0	\$802,801	\$0	
Contractual Services	\$25,675	\$0	\$23,000	\$0	
Materials & Supplies	\$26,204	\$0	\$27,359	\$0	
Total GF/non-GF	\$847,174	\$0	\$853,160	\$0	
Program Total:	\$847	\$847,174		\$853,160	
Program FTE	7.95	0.00	7.95	0.00	

Program Revenues				
Other / Miscellaneous	\$125,400	\$0	\$128,106	\$0
Total Revenue	\$125,400	\$0	\$128,106	\$0

Explanation of Revenues

This program is supported by General Fund revenues. External revenues for the deferred compensation program are contractually negotiated with the County's deferred compensation provider through a revenue sharing agreement. All administrative costs associated with the program are paid for through the agreement. The revenue sharing enables the County to offer the program to employees at no cost to the County. The current reimbursement for FY 2015 is \$125,706 and is adjusted each following year by the CPI-U amount. The remaining \$2,400 is miscellaneous revenue.

Significant Program Changes

Last Year this program was: 72007A FRM Payroll/Retirement Svcs

This offer also includes last year's program offer 72007B Payroll/Retirement Service Support.



Program #72008 - FRM Treasury and Tax Administration

7/3/2014

Department: County Management **Program Contact:** Mark Campbell

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Treasury manages the County's cash assets, investment portfolio, debt, banking services and relationships and broker/dealer relationships. Treasury also manages the Excise Tax Administration program which includes management of revenue collections for Motor Vehicle Rental Tax (MVRT), Transient Lodgings Tax (TLT) and Business Income Tax (BIT) in accordance with Multnomah County Code, the County's fiduciary responsibilities and revenue & taxation policies and procedures.

Program Summary

Treasury invests the County's financial assets to ensure that funds are available to meet anticipated cash flow needs. Investment earnings are measured against specific benchmarks outlined in the Investment Policy. Treasury complies with all applicable laws, policies and best practices in the management of County funds.

Treasury supports the CFO in the issuance of debt, including opportunities to refinance existing debt and maintains contact with rating agencies. It ensures timely and accurate debt service payments and generates arbitrage rebate calculations and reports. Treasury regularly analyzes cash flow. From time to time it is necessary to issue short term Tax and Revenue Anticipation Notes (TRANs) to provide liquidity prior to the collection of property taxes in November.

The County collects and administers three excise taxes. A Business Income Tax (BIT) is assessed against businesses with income generated within the county. It is set at a rate of 1.45% of net income. BIT is the second largest revenue source in the General Fund, generating approximately 15% of General Fund revenues. A Motor Vehicle Rental Tax (MVRT) is charged on the rental of cars and light trucks within the County. It is currently set at a rate of 17% of rental fees. A portion of the tax (2.5%) is passed through to the Visitors Development Fund to support tourist activities. A Transient Lodging Tax (TLT) is charged on the rental of hotel/motel rooms within the county. It is currently set at a rate of 11.5% of rental fees. Most of the revenue generated by the TLT is passed through to other entities. Cities retain 5%, another 3% is dedicated to operating the Oregon Convention Center, and 2.5% is passed through to the Visitors Development Fund.

Treasury maintains effective banking relationship to keep pace with technology and adapting it to the needs of County Departments to provide better service to County residents.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Compliance with Investment Policy*	1	1	1	1	
Outcome	Tax Returns Filed-Motor Vehicle and Transient Lodging**	290	277	290	292	
Outcome	Ensure County's Cash Flow Needs are Met***	1	1	1	1	
Output	Number of Business Accounts in County****	64,647	64,800	63,400	64,750	

Performance Measures Descriptions

^{*}Measurement Key: 1 = Goal Achieved, 0 = Not Achieved (ensures compliance to applicable ORS)

^{**}The number of tax returns filed is a measure of compliance with applicable code requirements.

^{***}Measurement Key: 1 = Goal Achieved, 0 = Not Achieved (ensures County meets its debt obligations)

^{****}The number of business accounts is used as a workload measure and serves as an indicator of economic activity within the County.

Oregon Revised Statutes ORS 294 and 295 (primarily ORS 294.035), Multnomah County Code Chapter 11 (BIT) and Chapter 12 (MVRT and TLT). The Business Income Tax is administered by the City of Portland through an intergovernmental agreement (IGA) that expires at the end of FY 2016.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds	
Program Expenses	2014	2014	2015	2015	
Personnel	\$370,895	\$0	\$379,497	\$0	
Contractual Services	\$1,296,301	\$0	\$1,285,602	\$0	
Materials & Supplies	\$12,000	\$0	\$12,610	\$0	
Total GF/non-GF	\$1,679,196	\$0	\$1,677,708	\$0	
Program Total:	\$1,67	\$1,679,196		\$1,677,708	
Program FTE	4.00	0.00	4.00	0.00	

Program Revenues				
Service Charges	\$100,000	\$0	\$100,902	\$0
Total Revenue	\$100,000	\$0	\$100,902	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

External revenue is received through an agreement between the County and the Visitors Development Fund Board. Under terms of the IGA that created the Visitors Development Fund the County receives an administrative fee equal to 0.7% of MVRT and TLT revenues recorded in the fund.

Significant Program Changes

Last Year this program was: 72008 FRM Treasury and Tax Administration



Program #72009 - FRM Worker's Compensation/Safety & Health

7/3/2014

Department: County Management **Program Contact:** Michelle Cross

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Safety and Health Section oversees the loss prevention efforts of the County. They assist each department in meeting loss prevention requirements of a workers' compensation self-insured employer and OR OSHA compliance. The Workers' Compensation Section manages the work-related employee injury and illness process and assists employees in returning to their jobs post injury or illness.

Program Summary

The Safety and Health Section is aimed at reducing employee on-the-job injuries and employer liability due to injuries to non-employees. Safety and Health staff consult with County departments to assist them in providing a safe environment for both employees and the public. It helps identify and abate deficiencies related to occupational safety and health regulations. All loss prevention activity needed to maintain the workers' compensation self-insured status is managed by the Safety and Health staff.

This program provides workers' compensation benefits in accordance with state law. Multnomah County has been self-insured for this mandatory program since 1978. Claims are administered through a contract with a third-party administrator (TPA). Staff work with employees, supervisors, physicians, the TPA, attorneys, managed care organizations and other vendors to accurately and timely process claim benefits for the injured employee. Internal workers' compensation section employees focus on service, cost containment and compliance efficiency. The Workers' Compensation Section is responsible for the County's return-to-work program and follows state requirements necessary to benefit from the Workers' Compensation Division's (WCD) Employer-At-Injury reimbursement program.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of site safety visits to meet loss prevention consultative needs and satisfy OR-OSHA compliance for	23	24	20	24		
Outcome	Workers' Compensation Experience Rating Modifier (ERM) below industry average	.87	.87	.87	.87		

Performance Measures Descriptions

Output: Performance measures are designed to meet OR-OSHA Self-insured Employer OAR 437-001-1060 (2) & (7) rules and monitor our success as a self-insured employer. The loss prevention output tracks the Safety Specialists consultative service to employee safety and health at the work site level. Outcome: The EMR demonstrates our success in impacting safety and loss prevention efforts County-wide.

MCC 7.102 and 7.103 establishes the safety and loss prevention program in the County. The Oregon Safe Employment Act, ORS 654, establishes minimum safety standards for employers. Oregon OSHA, as outlined in OAR 437-001-1005 through 1020 and 1050 through 1060, requires each self-insured employer to have a written loss prevention plan for each location and to provide safety and health loss prevention services for each work site.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$768,026	\$0	\$779,672
Contractual Services	\$0	\$320,000	\$0	\$320,438
Materials & Supplies	\$0	\$3,669,000	\$0	\$3,464,890
Internal Services	\$0	\$20,348	\$0	\$0
Total GF/non-GF	\$0	\$4,777,374	\$0	\$4,565,000
Program Total:	\$4,777,374		\$4,56	5,000
Program FTE	0.00	7.00	0.00	6.50

Program Revenues				
Other / Miscellaneous	\$0	\$4,855,126	\$0	\$4,565,000
Total Revenue	\$0	\$4,855,126	\$0	\$4,565,000

Explanation of Revenues

The Workers' Compensation Section receives reimbursement from the State of Oregon for claims cost when specific eligibility criteria are met. Claim processing over payment reimbursements are also received as revenue. Safety and Health receives internal service reimbursements from departments whose staff attend the first aid/CPR/AED classes taught by Safety and Health instructors. The revenues received are to offset the cost paid to the Red Cross for course materials and completion certificates. The cost to Departments/Offices whose staff attend these internal classes are well below the cost of taking the class from an external provider.

Significant Program Changes

Last Year this program was: 72009A FRM Worker's Compensations /Safety & Health



Program #72010 - FRM Recreation Fund Payment to Metro

7/3/2014

Department: County Management **Program Contact:** Mark Campbell

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Recreation Fund Payment to Metro program provides support funding to Metro for the operation and maintenance of community parks. The expenditures of the fund are pass-through payments to Metro under an intergovernmental agreement(IGA) the County entered into in 1994. The transactions for this program are recorded in the Recreation Fund.

Program Summary

This program's primary purpose is to provide funding to Metro to maintain and operate community parks which in turn build local communities and provide for recreational opportunities. The program's resources derive from Marine Fuel Tax apportioned to Multnomah County. The expenditures of the fund are pass-through payments to Metro under an IGA the County entered into in 1994.

These funds may be used to operate, administer and maintain the following Metro natural areas and regional facilities that were transferred from Multnomah County in 1994: Mason Hill Park, Sauvie Island Boat Ramp, Multnomah Channel Park, Bybee-Howell House and Park, Belle View Point, James Gleason Memorial Boat Ramp, Broughton Beach, Beggars Tick Marsh, Glendoveer Golf Course and Fitness Trail, Blue Lake Park, Gary and Flagg Islands, Oxbow Park, Indian John Island, Larch Mountain Corridor, Chinook Landing Marine Park, Sandy River Access Points, Smith & Bybee Lakes Addition, Phillipi Property and the Expo Center. Each of these sites offers a different recreational benefit for all citizens.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Payment Remitted in a Timely Manner	1	1	1	1	
Outcome		0	0	0	0	

Performance Measures Descriptions

Under state law marine fuel taxes are allocated to counties based on the number of boat registrations and miles of waterway within the County. These revenues are turned over to METRO under terms of an IGA that transferred Multnomah County parks to METRO.

Measurement Key: 1 - Yes; 0 - No

Pass-through payment under terms of the IGA that transferred parks from the County to METRO.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$100,000	\$0	\$100,000
Internal Services	\$0	\$2,160	\$0	\$2,340
Total GF/non-GF	\$0	\$102,160	\$0	\$102,340
Program Total:	\$102,160		\$102	2,340
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Taxes	\$0	\$102,160	\$0	\$102,340
Total Revenue	\$0	\$102,160	\$0	\$102,340

Explanation of Revenues

Revenues represent Multnomah County's share of state Marine Fuel Tax.

Significant Program Changes

Last Year this program was: 72010 FRM Recreation Fund Payment to Metro



Program #72016A - Central HR Administration

7/3/2014

Department: County Management **Program Contact:** Travis Graves

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Central Human Resources (HR) Administration provides strategic leadership and partnership to department HR units to guide consistent, efficient, and cost effective HR practices across the County organization. It also provides administrative and business services management for Central HR programs, including Labor Relations; Classification and Compensation; Talent Development; Employee Benefits and Wellness; Privacy Officer Program and the Unemployment Insurance Program.

Program Summary

Central HR Administration sets direction, determines policy, develops process structures, and builds relationships to develop and sustain a diverse, talented workforce necessary to achieve results across the organization. Central HR Administration focuses on facilitating communication linkages, ensuring stakeholder input and engaging in collaborative problem resolution to achieve results. The HR Director is the primary liaison to senior leaders to ensure HR processes are aligned with countywide business goals and oversees evaluation of HR contributions to organizational effectiveness. Central HR administration oversees countywide program integration and performance measurement; leads HR technology development and process automation; provides budget and financial management; implements employee recognition programs; and ensures compliance with federal, state, local laws, rules, regulations and labor agreements. Additionally, the Privacy Officer program provides countywide accountability for HIPAA and Privacy Rule compliance to ensure that county operations and services safeguard the privacy of employee and client protected health information.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of countywide job applications in the Neogov applicant tracking system.	25,654	25,000	26,000	26,000			
Outcome	Percentage of new employees completing countywide Basic Privacy training.	N/A	100%	41%	100%			

Performance Measures Descriptions

Output: The number of countywide job applications measures the number of applicants interested in county employment. Outcome:Training is a key component to Privacy Rule compliance and the County's ability to mitigate Privacy Rule violations. Privacy training is incorporated into countywide e-learning for all new employees. Countywide privacy training is in addition to currently delivered department-based training. FY14 is the pilot year for the newly implemented privacy training system.

Federal, state, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability & Accountability Act, and other employment related issues. Eleven labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits and other matters pertaining to employment.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$561,617	\$144,957	\$572,328	\$155,962
Contractual Services	\$99,005	\$30,675	\$99,005	\$5,000
Materials & Supplies	\$30,950	\$17,842	\$62,530	\$19,840
Internal Services	\$448,345	\$28,500	\$643,245	\$0
Total GF/non-GF	\$1,139,917	\$221,974	\$1,377,108	\$180,802
Program Total:	\$1,361,891		\$1,55	7,910
Program FTE	3.63	1.00	3.63	1.00

Program Revenues				
Other / Miscellaneous	\$0	\$221,974	\$0	\$180,802
Total Revenue	\$0	\$221,974	\$0	\$180,802

Explanation of Revenues

This offer is supported by County General Fund and the Risk Fund

Significant Program Changes

Last Year this program was: 72016 Central HR Administration



Program #72017 - Central HR Services

7/3/2014

Department: County Management **Program Contact:** Travis Graves

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Central Human Resources, including Classification and Compensation and Talent Development teams, provides systems and tools to attract, train, and retain a diverse, highly qualified workforce. Classification and Compensation provides pay and classification structures necessary for the County to offer competitive pay and appealing career paths. Talent Development coordinates training for employees, provides management/ supervisory coaching, partners with the Office of Diversity and Equity on implementing the Equity and Empowerment Lens and leads organizational development activities.

Program Summary

Central HR Services implements strategies to address key components of the countywide Human Resources Strategic Plan. That plan aims to attract and select diverse, high-performing employees; establish employee retention strategies that support the organization's job market competitiveness; implement programs to strengthen skills and build knowledge necessary for an effective, culturally competent workforce; and formalize an employee performance management system that fosters individual growth and accountability, aligning performance goals with business requirements.

Classification and Compensation provides the pay and job classification frameworks that facilitate external competitiveness, ensure internal equity, promote employee retention and support career growth. The team identifies and analyzes job duties and qualifications that define the scope and complexity of work performed. It also researches labor market pay range data for the most accurate indicator of prevailing wages and salaries for comparable jobs.

Talent Development provides or coordinates all countywide training classes including: employee, management and supervisory skill development, including the Multnomah Leadership Academy; diversity awareness and skills building; partnering with the Office of Diversity and Equity for the countywide implementation of the Equity and Empowerment Lens; technology training; and quality improvement activities (such as strategic planning and LEAN/Six Sigma).

Talent Development develops training options by using data from employees' needs surveys, consulting with senior leadership, aligning with key trends and best practices in training and organizational development and responding to urgent emerging needs. This comprehensive system is essential to create a thriving learning organization, build opportunities for professional growth and support the achievement of organizational program goals.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of Equity Facilitators trained to implement the Equity and Empowerment Lens	19	15	100	50		
Outcome	Percent of total positions reclassed, revised, updated.	16.9%	12.7%	10.2%	15.2%		
Output	Number of Countywide training class attendees.	4148	4500	4500	4500		

Performance Measures Descriptions

Output: Employees are trained to facilitate the E&E Lens, broadening the impact of this tool countywide. FY14 estimate is higher than FY15 offer due to the end of a limited duration position resulting in a reduction in capacity for FY15. Outcome: Positions studied, re-classed, revised, or updated as a result of classification or compensation review indicates better alignment to job market factors; technology changes, regulatory requirements and the inability to fill vacancies and/or impact on essential public services. Output: The number of employees taking Talent Development sponsored training.

Federal, state, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability & Accountability Act and other employment related issues. Eleven labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits and other matters pertaining to employment.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,371,770	\$0	\$1,404,775	\$0
Contractual Services	\$182,720	\$0	\$127,652	\$0
Materials & Supplies	\$35,089	\$0	\$63,700	\$0
Total GF/non-GF	\$1,589,579	\$0	\$1,596,127	\$0
Program Total:	\$1,589,579		\$1,59	6,127
Program FTE	10.60	0.00	10.60	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

Significant Program Changes

Last Year this program was: 72017A Central HR Services



Program #72018 - Central HR Labor Relations

7/3/2014

Department: County Management **Program Contact:** Travis Graves

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Labor Relations provides leadership to ensure effective labor-management relationships, appropriate work conditions and legal compliance that balance the rights of employees with the business needs of the County. This program manages 11 labor contracts, representing 85% of the County workforce.

Program Summary

Contract negotiations present one of the most significant opportunities to forge partnerships with labor unions that serve the needs of both the County and its employees. Labor Relations was successful during previous negotiations to achieve staggered dates for contract renewals, which provides the County a better opportunity to strategically plan and time proposals for contract changes. While this approach means contract negotiations have become a year round workload, it does better support Labor Relations and department management staff to focus and prepare for each labor agreement.

Forums such as Employee Relations Committee and Employee Benefits Advisory Team along with tools such as negotiated memorandum create the foundation of open communication, clear and accessible decision making and collaborative problem solving needed to achieve uniform labor/management practices throughout the County. Labor Relations:

- Leads collective bargaining activities, including contract negotiations, interim negotiations, labor contract administration and interpretation.
- Guides development of employee relations programs to create and promote a positive organizational culture, and advocate for fair, respectful treatment of employees.
- Ensures consistent application and enforcement of collective bargaining agreements, work rules, grievance and discipline policies.
- Provides internal expertise for dispute resolution, grievance handling, and cooperative problem-solving.
- Maintains and develop personnel rules and administers the county's drug and alcohol testing process.
- Coordinates countywide layoff activities and the merit council appeals process.
- Manages the Unemployment Claims process; and
- Ensures compliance with federal, state, local laws, rules, regulations and labor agreements, and communicates, trains and coaches supervisors, managers and department human resources units on these requirements

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of Labor disputes.	102	170	120	120	
Outcome	Percentage of labor disputes settled collaboratively.	96%	90%	92%	93%	

Performance Measures Descriptions

Output and Outcome: Disputes include formal and informal disagreements about the interpretation or application of labor contracts, Personnel Rules, practices or policies. Resolving labor disputes collaboratively means all involved parties have agreed to the resolution without going to arbitration. Arbitration can be costly and result in a binding decision that is not in the county's best interest. Purchase for FY14 was high compared to estimate, as disputes fluctuate on a number of factors both within and outside the County's control.

Eleven labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits, and other matters pertaining to employment. Federal, State, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Reemployment Rights Act, Health Insurance Portability & Accountability Act and other employment related issues.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$778,572	\$43,767	\$784,566	\$44,838
Contractual Services	\$22,540	\$0	\$17,540	\$0
Materials & Supplies	\$13,350	\$0	\$18,350	\$0
Internal Services	\$159,594	\$188,909	\$0	\$56,882
Total GF/non-GF	\$974,056	\$232,676	\$820,456	\$101,720
Program Total:	\$1,206,732		\$922	2,176
Program FTE	5.60	0.25	5.60	0.25

Program Revenues				
Other / Miscellaneous	\$0	\$50,892	\$0	\$101,720
Total Revenue	\$0	\$50,892	\$0	\$101,720

Explanation of Revenues

This offer is supported primarily by County General Fund with 0.25 FTE Labor Relations Manager supported by the Risk Fund.

Significant Program Changes

Last Year this program was: 72018 Central HR Labor Relations



Program #72019 - Central HR Unemployment

7/3/2014

Department:County ManagementProgram Contact:Travis GravesProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Unemployment Insurance Program provides unemployment benefits to eligible workers who are unemployed due to layoff or other discharge for reasons other than misconduct. Unemployment insurance replaces part of the income that employees lose when they become unemployed.

Program Summary

The Unemployment Insurance Program ensures eligible workers secure financial assistance. The program provides accurate and timely monitoring and reporting, and participates in all hearings to decrease costs and liability due to fraudulent claims. A benefits claim decision will typically favor the applicant if reports are late, data is inaccurate or an employer fails to respond to requested clarification.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of employee claims.	766	525	510	560	
Outcome	Percentage of claim appeals found in the County's favor.	74%	66%	80%	68%	
Output	Number of appeals.	27	18	10	22	

Performance Measures Descriptions

Outputs and Outcomes: It is the County's goal to support maximum unemployment benefit claims for eligible applicants and minimize fraudulent claims. A higher percentage of claims appealed and subsequently found in the County's favor means a lower expense and lower risk to the County.

Unemployment Insurance benefits are mandated by federal and state laws. Oregon Employment Law, statues 657.005 and 657.010, Federal Unemployment Act Social Security Act.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$27,501	\$0	\$28,176
Materials & Supplies	\$0	\$1,521,475	\$0	\$792,244
Total GF/non-GF	\$0	\$1,548,976	\$0	\$820,420
Program Total:	\$1,548,976		\$820),420
Program FTE	0.00	0.15	0.00	0.15

Program Revenues				
Other / Miscellaneous	\$0	\$1,553,251	\$0	\$820,420
Total Revenue	\$0	\$1,553,251	\$0	\$820,420

Explanation of Revenues

Unemployment claims are funded by assessing a rate based on 0.25% of monthly payroll for each department.

Significant Program Changes

Last Year this program was: 72019 Central HR Unemployment



Program #72020 - Central HR Employee Benefits

7/3/2014

Department: County Management **Program Contact:** Travis Graves

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Employee Benefits and Wellness Program provides comprehensive health plan coverage, life insurance options and disability benefits for over 10,000 eligible individuals, including employees, their spouse or domestic partner, dependent children and retirees. The program also includes a Wellness component, which promotes and supports a healthier workforce, retirees and their family members by providing a wide variety of affordable activities and services addressing proper nutrition, weight control, fitness and stress management.

Program Summary

Internal administration of the Benefit Programs supports the County's unique business and financial requirements, while providing sound fiscal management of the offered plans to obtain the best benefit value for employees and the organization. The highly trained professional staff oversee administration of a complex array of benefit plans ensuring the County remains compliant with labor contracts, federal, state and local laws and mandates.

The Benefits Program consults and coordinates with all County employees and departments to ensure timely enrollment in benefit plans, complete accurate payroll deductions, produce user friendly benefit communication/educational materials, and act as an effective liaison between employees and benefit providers to facilitate problem resolution. The program works closely with County labor and management to structure benefit components that provide desirable benefit options within budgetary constraints.

Wellness programs can contribute to a reduction in employee absenteeism, lower health plan costs, enhanced employee retention and increased employee morale and productivity. Program offerings can be tailored to address the specific health needs of our population as targeted by health plan statistics: weight reduction, stress management, women's health, and cardiovascular health. The program offers a broad range of services to employees including regular wellness campaigns, convenient access to commercial grade fitness equipment, affordable on-site fitness classes tailored to work schedules, a library of wellness related subject matter and incentives program for weight loss.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Medical plan annual member count	11,801	12,600	12,000	12,000		
Outcome	Participation in County Wellness Campaigns			1,451	2,000		
Efficiency	County's monthly per employee benefit cost (increase)	4.5%	4.5%	0%	0%		

Performance Measures Descriptions

Output: Total number of members enrolled in health plan coverage during the plan year. This includes employees, retirees, COBRA participants and dependents from all. The FY member count reflects prior year enrollment. Outcome: Reports number of individual participating in County Wellness Campaigns, these began in 2013. Efficiency: Actual dollar costs per FTE FY 2012 \$1,128, FY 2013 \$1,179, FY 2014 \$1,179. Four-year national average increase has been 5.65%.

County labor contracts contain benefit mandates for active and retired members. Benefits are governed by a variety of federal/state/local laws and agencies, including Internal Revenue Service (IRS), Dept of Labor (DOL), Dept of Health and Human Services (HHS), COBRA, Working Families Tax Relief Act, Older Workers Benefit Protection Act, Genetic Information Nondiscrimination Act (GINA), HIPAA, Patient Protection and Affordable Care Act (PPACA), CHIP, as well as civil rights and EEO laws. Labor contracts require transit pass be provided by employer. OAR Chapter 340, Div 242 requires employers to provide commute options to achieve and maintain a reduced auto trip rate. To meet this requirement, County assists DEQ with their bi-annual survey to determine current commute methods, then follows DEQ approved plan to meet target reductions.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$1,555,238	\$0	\$2,661,132
Contractual Services	\$0	\$1,272,000	\$0	\$1,305,149
Materials & Supplies	\$0	\$81,332,458	\$0	\$83,045,729
Internal Services	\$0	\$160,015	\$0	\$352,972
Total GF/non-GF	\$0	\$84,319,711	\$0	\$87,364,982
Program Total:	\$84,31	\$84,319,711		64,982
Program FTE	0.00	13.37	0.00	13.37

Program Revenues				
Other / Miscellaneous	\$0	\$84,455,220	\$0	\$87,322,982
Service Charges	\$0	\$42,000	\$0	\$42,000
Total Revenue	\$0	\$84,497,220	\$0	\$87,364,982

Explanation of Revenues

Sources of revenue are: departmental contributions for health plan coverage, benefit administration charge (1.00% of gross payroll), employee payroll deductions (both pre and post tax) for benefit plan participation, premium payments from retirees and COBRA participants, operational refunds/rebates/performance guarantee penalties from vendors, tax credits due to Federal and State subsidies, revenues from parking garage fees (applied to Wellness program only), fees paid by Wellness program participants. Revenues collected under 705210 pay for expenses recorded under 705200, 705211, 705212, 705213, 705214, 705215, 705216, 705217, 705218, 705230, 705240, 705245.

Significant Program Changes

Last Year this program was: 72020 Central HR Employee Benefits



Program #72021A - Network of Child Care for County Employees

7/3/2014

Department: County Management **Program Contact:** Travis Graves

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program offer requests \$120,000 of General Fund to establish and maintain a network of child care providers for Multnomah County Employees. The network of providers will offer discounted rates and priority access for up to 180 children of County employees at up to 15 child care centers.

Program Summary

Child care for working parents provides support to both families and employers. According to a national study of employers, availability of quality child care improves productivity and reduces absenteeism and turnover. Access to high-quality child care also affects child development.

A 2013 national study found that Oregon has the least affordable child care in the country. In a survey issued in late 2013, many County employees reported a desire for affordable, high-quality child care near their work sites, and expressed interest in Multnomah County-sponsored child care facilities. For these reasons, Multnomah County seeks to provide child care support to County employees.

With this program offer, Multnomah County would enter into agreements with multiple child care centers around the city to provide discounted rates and priority access for children of County employees. Providers may include both center-based and certified in-home child care. Funding will be used for two purposes:

- a) Management and maintenance of the network of up to 15 child care providers,
- b) Incentives and stipends paid to child care providers in exchange for discounted rates and priority access for children of County employees.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Percent of employee referrals that are able to access care through the network.	0	0	0	60%		
Outcome	Percent of participating parents satisfied with the quality of child care received through the network.	0	0	0	100%		
Output	Number of children enrolled in the Multnomah County Child Care Network	0	0	0	100		

Performance Measures Descriptions

[&]quot;Employee Referrals" is defined as: employees who contact Central Human Resources and request assistance placing one or more children in child care through the Multnomah County Child Care Network.

[&]quot;Participating parents" are those employees with children receiving child care through the Multnomah County Child Care network.

Because participation would confer an indirect financial benefit to employees, the County will need to negotiate labor representatives' approval of respective bargaining units' membership eligibility. Central HR does not foresee barriers to securing agreement.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$120,000	\$0
Total GF/non-GF	\$0	\$0	\$120,000	\$0
Program Total:	\$0		\$120	,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

\$120,000 General Fund

In FY 2016, this program would be funded by adjusting the personnel rates charged to departments. Departments would receive a minor increase in their General Fund Contingency to cover the higher cost. For reference, the current program offer cost would represent a .03% adjustment to the FY 15 base wage.

Significant Program Changes

Last Year this program was:



Program #72021B - Multnomah County Child Care Expansion: Tuition Discount

7/3/2014

Department: County Management **Program Contact:** Travis Graves

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program offer requests \$210,000 of General Fund to provide discounted child care to County employees. With this funding, the County will pay a percentage (estimated at 10%) of tuition for up to 180 children placed in the Multnomah County Child Care Network established by Program Offer 72021A-15. The payment will go directly to providers in the network as tuition for the children of participating County employees. This discount will allow Multnomah County employees to access high-quality child care at a more affordable rate.

Program Summary

Child care for working parents provides support to both families and employers. According to a national study of employers, availability of quality child care improves productivity and reduces absenteeism and turnover. Access to high-quality child care also affects child development.

A 2013 national study found that Oregon has the least affordable child care in the country. In a survey issued in late 2013, many County employees reported a desire for affordable, high-quality child care near their work sites, and expressed interest in Multnomah County-sponsored child care facilities. For these reasons, Multnomah County seeks to provide child care support to County employees.

This program offer pays for a tuition discount for County employees who place their children in the Multnomah County Childcare Network established in program offer 72021-15A. With this funding, the County will pay a percentage (estimated at 10%) of tuition for employees who place their children in the Multnomah County Child Care Network (up to 180 children). The payment will go directly to providers in the network as tuition for the children of County employees. This discount will allow Multnomah County employees to access high-quality child care at a more affordable rate.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percent of employee referrals that are able to access care through the network.	0	0	0	65%	
Outcome	Percent of participating parents satisfied with the quality of child care received through the network.	0	0	0	100%	
Output	Number of children enrolled in the Multnomah County Child Care Network	0	0	0	125	

Performance Measures Descriptions

[&]quot;Employee Referrals" is defined as: employees who contact Central Human Resources and request assistance placing one or more children in child care through the Multnomah County Child Care Network.

[&]quot;Participating parents" are those employees with children receiving child care through the Multnomah County Child Care network.

Because participation would confer an indirect financial benefit to employees, the County will need to negotiate labor representatives' approval of respective bargaining units' membership eligibility. Central HR does not foresee barriers to securing agreement.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$210,000	\$0
Total GF/non-GF	\$0	\$0	\$210,000	\$0
Program Total:	\$0		\$210	0,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

\$210,000 General Fund

In FY 2016, this program would be funded by adjusting the personnel rates charged to departments. Departments would receive a minor increase in their General Fund Contingency to cover the higher cost. For reference, the current program offer cost would represent a .08% adjustment to the FY 15 base wage.

Significant Program Changes

Last Year this program was:



Program #72023 - Div of Assessment, Recording & Taxation Administration

7/3/2014

Department: County Management Program Contact: Randy Walruff

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

DART Administration plans, directs, coordinates and provides leadership for operations and activities of the County's Division of Assessment, Recording and Taxation; performs state mandated functions of the Assessor, Tax Collector, and certain County Clerk functions; monitors activities for statutory compliance; establishes effective implementation of policies, strategic direction, program evaluation, and process/technology improvements; provides financial and tactical resource planning and employee development and performance management.

Program Summary

DART Administration performs the duties of the County Assessor including property valuation and assessment, property tax rate/levy calculation, certifying the property tax roll for collection, ownership and records management, and mapping; is responsible for maintaining Real Market Value on over 341,000 real and personal property accounts, and capturing and calculating Measure 50 "exception value" defined as new construction, renovation or remodeling, which increases total Assessed Value of taxing districts. DART Administration performs the duties of the Tax Collector who certifies the billing, collecting, and distribution of over \$1.4 billion in property taxes; and the County Clerk functions of document recording, marriage licenses and domestic partnership registrations, and administration of the Board of Property Tax Appeals.

DART Administration plans, directs and coordinates the operations and activities of Multnomah County's Division of Assessment, Recording and Taxation. Administration is responsible for: strategic direction and tactical planning; policy development and implementation; financial planning and budget development; employee development, training, succession planning and performance management; continuity of operations planning; technology and information systems which includes a new Assessment and Taxation System; quality control, program measurement and evaluation and process improvements; administrative support, and internal/external communications, including the news media, and oversight of over 500,000 customer service interactions annually.

DART Administration supports and provides leadership that ensures all property is valued accurately and taxed fairly as required by the Oregon State Constitution, Oregon Revised Statutes and Oregon Dept of Revenue Administrative Rules, monitors division activities and processes for statutory compliance, and submits annually required compliance reports to the Oregon Dept of Revenue. This Program ensures the collection of property taxes in a timely manner that is fair & equitable to all taxpayers and maintains accurate, accessible property ownership records and property descriptions that are used in the production of county property tax maps. The Program provides quality customer service to taxpayers. DART has taken steps toward achieving CAP Item #18-8 Local Government Operations, by increasing use of e-files and e-business, and participation in waste recycling efforts, leading to an overall reduction in paper use and paper waste and contributing to a reduced facilities footprint.

Massura		EV42	EV4.4	EV4.4	EV4E
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer
Output	Total Number of Property Tax Accounts Administered	340,436	341,000	340,940	341,000
Outcome	Percent Acceptable Compliance Reports Required by Oregon Department of Revenue	100%	100%	100%	100%
Efficiency	Administrative Costs as a Percent of Actual Expenditures	7.4%	5.0%	5.0%	5.5%
Efficiency	Cost of Collection per Account (in Dollars)	\$3.77	\$3.59	\$3.56	\$4.00

Performance Measures Descriptions

The percent of required compliance reports received and accepted by the Dept of Revenue (CAFFA Grant Document, Appraisal Plan, Sales Ratio Study) implies adequacy of DART operations and uniform taxation. The goal is to maintain administrative costs at 5-6% of total DART operating program expenditures. The cost of collection per account will fluctuate depending on costs of collection activities and the number of accounts.

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305-312 and 321. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their functions. Any reduction to this program may jeopardize the grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$802,579	\$0	\$913,167	\$0
Contractual Services	\$2,000	\$0	\$5,872	\$0
Materials & Supplies	\$157,901	\$0	\$161,985	\$0
Internal Services	\$102,607	\$0	\$122,168	\$0
Total GF/non-GF	\$1,065,087	\$0	\$1,203,192	\$0
Program Total:	\$1,065,087		\$1,20	3,192
Program FTE	5.00	0.00	6.00	0.00

Program Revenues					
Fees, Permits & Charges	\$85,000	\$0	\$76,000	\$0	
Intergovernmental	\$165,110	\$0	\$171,465	\$0	
Service Charges	\$8,500	\$0	\$0	\$0	
Total Revenue	\$258,610	\$0	\$247,465	\$0	

Explanation of Revenues

Participation in the Oregon Dept of Revenue's County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of program expenditures. Grant amounts can vary depending upon the overall statewide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total share of CAFFA is estimated at \$3,450,000 for FY15, with \$171,465 allocated to DART Administration Program. General Fund Revenue of \$76,000 is from a portion of the document recording fee for County Assessment and Taxation Programs (5% of the \$10 per document fee) and is for the maintenance of county property tax systems. The document recording fee may vary annually based upon economic factors affecting the real estate market and the number of documents recorded. (Note: The balance of the \$10 document recording fee is allocated to the County Clerk (5%) and to the County Assessment & Taxation Fund (90%) for distribution to the Oregon Dept of Revenue for deposit into the statewide CAFFA Account.) Remaining program support is from General Fund revenues.

Significant Program Changes

Last Year this program was: 72023 Div of Assessment, Recording & Taxation Admi

DART Administration Program includes the addition of a new position (1.00 FTE) for a DART Deputy Director. This change was made utilizing existing budgeted funds, by converting temporary staffing resources to a new permanent position.



Program #72024 - DART Customer Service

7/3/2014

Department: County Management Program Contact: Gary Bartholomew

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Division of Assessment, Recording, and Taxation (DART) Customer Service Program is the first primary point of contact for DART customers at the public counter, through the organization's incoming phone system, by email and via online chat.

Program Summary

The Customer Service program responds to approximately 90,000 inquiries and 40,000 walk-in customers annually (which includes approximately 28,000 reported in the County Clerk Function Program Offer). Staff process tax payments, sell copies of records and provide general information on behalf of the organization. Property owners, taxpayers and citizens in general have an expectation of local government to provide responsive, accurate, and quality service. The ability to connect directly with the taxpayer increases the understanding of government and the role of property taxation.

Staff spend several hours each year training with other sections throughout the organization, as well as gaining knowledge by reading a variety of relevant informational materials. Customer Service staff also assist the Tax Revenue Management Program by processing approximately 11,000 over-the-counter tax payments totaling approximately \$50 million dollars annually. The Customer Service office, Recording office and Public Research Room were integrated in 2012 thereby improving efficiency and quality of service delivery. Additional improvements from technology updates included an electronic customer queuing system, an online chat tool and an online marriage application. Further improvements are expected from a new assessment and taxation system scheduled for the future.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of counter transactions	39,424	37,000	38,000	40,000		
Outcome	Average number of transactions per cashier	4,150	3,800	3,800	3,800		
Output	Number of phone calls received and answered	74,702	85,000	75,000	80,000		
Outcome	Average number of phone calls per operator	6,791	6,500	6,000	6,000		

Performance Measures Descriptions

"Number of counter transactions" includes both computer-generated statistics from the operating systems used in Customer Service and statistics from staff production reports. The system tracks revenue generating transactions including tax payments, marriage licenses, Domestic Partnership Registrations, passport applications and copies of various records. Staff production reports track routine, non-payment transactions. An additional 10% was added to the production report statistics for transactions that may not have been tracked.

Oregon Revised Statutes(ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310, 311, 312 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property taxation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$750,465	\$0	\$744,330	\$0
Materials & Supplies	\$16,744	\$0	\$17,021	\$0
Internal Services	\$218,957	\$0	\$243,827	\$0
Total GF/non-GF	\$986,166	\$0	\$1,005,178	\$0
Program Total:	\$986,166		\$1,00	5,178
Program FTE	9.30	0.00	9.30	0.00

Program Revenues					
Intergovernmental	\$306,520	\$0	\$265,995	\$0	
Total Revenue	\$306,520	\$0	\$265,995	\$0	

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures. Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$265,995 allocated to DART Customer Service Program. Remaining Customer Service Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72024 DART Customer Service



Program #72025A - DART County Clerk Functions

Program Contact: Gary Bartholomew 7/3/2014

County Management **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The County Clerk Functions program consists of recording land related and other legal documents, issuance of Marriage Licenses and Domestic Partnership Registrations, acceptance of Passport Applications, creation and maintenance of permanent records, issuance of certified copies, and administration of the Board of Property Tax Appeals (BoPTA). BoPTA is responsible for hearing petitions from taxpayers who disagree with their property value. The Board makes decisions to reduce property values or waive personal property late filing fees based on evidence provided by the taxpaver.

Program Summary

Recording is the process of registering legal documents, thus making them a matter of public record. These documents are primarily related to real property transactions. The recording process requires staff to review every document for statutory compliance. The processes for Recording, Marriage Licenses, Domestic Partnership Registrations and Passport Applications include the collection of statutory fees. With the exception of Passport Applications, the creation and maintenance of general indexes and production of microfilm preserved for permanent retention is a statutory requirement.

For FY 2013, 178,493 documents were recorded, 6,192 Marriage Licenses were processed, 402 Domestic Partnership Registrations were issued and 3,844 Passport Applications were accepted. Last year 1,346 BoPTA appeals were processed. All areas within the County Clerk Functions program provide direct customer service by responding to telephone, chat and email inquiries and walk-in customers. The Recording staff assist approximately 15,000 customers at the counter annually and responds to an estimated 15,000 inquiries. The Marriage License and Domestic Partnership staff assist approximately 28,000 customers at the counter annually and respond to a high volume of inquiries that are reported within the Customer Service total of approximately 90,000 annually.

This program also makes available records for customer use. Electronic recording functionality was installed in 2012 and additional service providers were added in 2013, thereby improving efficiency and customer service. The Recording Office, Customer Service Office and Public Research Room were integrated in 2012 which improved efficiency and quality of service delivery. Additional improvements from technology updates included an electronic customer queuing system, an online chat tool and an upgraded customer PC menu and services. In 2013 records were digitized and a new search engine for PC's used by customers was installed.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of Marriage Licenses Issued	6,192	6,300	6,300	6,400			
Outcome	Number of Accurately Processed Licenses	6,179	6,200	6,280	6,380			
Output	Number of Documents Recorded	178,493	175,000	175,000	175,000			
Outcome	Average Number of Business Days to Return Original Recorded Documents	4	5	5	5			

Performance Measures Descriptions

The "Number of Accurately Processed Licenses" is the number of licenses which the State of Oregon (Office of Vital Statistics) reviewed and found to be 100% accurate. The remaining licenses were returned to the county by the state for minor corrections. The "Average Number of Business Days to Return Original Recorded Documents" is a measure of compliance with the statutory requirement that documents be returned within 10 business days.

The County Clerk functions are governed by Oregon Revised Statutes (ORS) Chapter 205. Multnomah County Ordinance 948 authorizes couples to voluntary register as domestic partners. Additional statutes pertaining to this program are found in ORS 106, 107,409,432 (marriage/state domestic partnerships); ORS 86, 87, 93, 100 (requirements for recording); and ORS 306 and 309 (Board of Property Tax Appeals). Guidelines for the acceptance of Passports are set by the US Department of State. Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the Dept of Revenue determines the acceptable level of assessment and taxation staffing; DART is already at the minimally acceptable level to perform their functions. Any reduction to the BoPTA portion of this Program may jeopardize the grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$967,138	\$0	\$1,005,990	\$0
Contractual Services	\$87,175	\$0	\$86,650	\$0
Materials & Supplies	\$90,850	\$0	\$107,918	\$0
Internal Services	\$272,319	\$0	\$258,636	\$0
Total GF/non-GF	\$1,417,482	\$0	\$1,459,194	\$0
Program Total:	\$1,417,482		\$1,45	9,194
Program FTE	12.00	0.00	12.00	0.00

Program Revenues					
Fees, Permits & Charges	\$5,035,750	\$0	\$4,367,000	\$0	
Intergovernmental	\$39,500	\$0	\$34,155	\$0	
Other / Miscellaneous	\$50,000	\$0	\$50,000	\$0	
Total Revenue	\$5,125,250	\$0	\$4,451,155	\$0	

Explanation of Revenues

A \$60 fee is collected for each marriage license, State and County Domestic Partnership (DP) registration: \$25 to the County General Fund, \$25 to State Domestic Violence fund, and \$10 to Court Conciliation Services. Estimated Fees for marriage licenses, domestic partnerships, marriage record copies, amendments to marriage and DP records, and waivers of 3-day waiting period for a marriage license are \$260,000. Passport fees for acceptance of applications (\$25) and photos (\$10) are estimated at \$150,000. Document Recording page fees retained by the County General Fund are estimated at \$3,780,000. Estimated fees for Recording record copies are \$50,000. A portion of recording fees collected for the Corner Preservation Fund and the County Assessment Function Funding Account are credited to the County Clerk Fund for purposes described in ORS 205.320(18) are projected to be \$141,000. Estimated fees for filling a Board of Property Tax (BoPTA) Appeal (\$30/account) are \$36,000. County Assessment Function Funding Assistance (CAFFA) Grant allocated to BoPTA is \$34,155.

Significant Program Changes

Last Year this program was: 72025A DART County Clerk Functions



Program #72025B - DART County Clerk Carryover

Program Contact: Gary Bartholomew 7/3/2014

Department: County Management

Program Offer Type: Program Offer Stage: As Adopted Existing Operating Program

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

The County Clerk scaled offer represents a carryover of unspent restricted revenues for the County Clerk that reside within the General Fund. A portion of fees on recorded documents is dedicated for the County Clerks pursuant to Oregon Revised Statute 205.320(18), to acquire storage and retrieval systems and maintain and restore records as authorized by the County Clerk. Carryover funds will be used for services to continue conversion of historical recorded documents and other county clerk records to digital format for a Digital Research Room, and to maintain county clerk records & systems.

Program Summary

The County Clerk Functions Program consists of recording land related and other legal documents, issuance of Marriage Licenses and Domestic Partnership Registrations, acceptance of Passport Applications, creation and maintenance of permanent records, issuance of certified copies, and administration of the Board of Property Tax Appeals (BoPTA). BoPTA is responsible for hearing petitions from tax payers who disagree with their property values or waive personal property late filing fees based on evidence provided by the taxpayer.

The County Clerk Carryover Program for FY15 will achieve the digitization of a large portion of the County Clerk historical records that are currently in microfiche and microfilm format, as well as some hard copy records, in addition to providing for maintenance of existing county clerk records and systems. In the past, these records have been available to the public in DART's public research room via microfilm and microfiche. Records from 2007 forward have been available electronically at public access terminals on site, via the County Clerk Recording system. The digitization of historical records in FY15 continues an ongoing records digitization project. By converting records to digital/electronic format, the County is positioned to no longer rely upon antiquated microfilm and microfiche equipment, and to provide for optimal space utilization.

The Program aligns with DART's strategic business plan to provide public access to County Clerk records through the consolidated Customer Service Office, providing public records in an accessible electronic format via a new Digital Research Room implemented during FY14. This comprehensive approach provides improved and efficient service delivery for access to public records. The scaled Program Offer utilizes unspent restricted revenues dedicated for the County Clerk that reside within the County General Fund, to continue digitization of County Clerk records, services related to the new Digital Research Room and maintenance of County Clerk records and systems.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of digital records converted and uploaded to Digital Research Room	1.8 Million	0	2.9 Million	1.6 Million	
Outcome		0	0	0	0	

Performance Measures Descriptions

The number of digital records converted and uploaded to the Digital Research Room is a new measure. Digital images include both record index images and recorded document images. Initial conversion and upload completed in FY2013 included 1.8 million index and document images for 1994 to 2001 records. Estimated digital images for current year FY14 represent records for 1965 through 1993. Digital images uploads for years prior to 1965 are anticipated for FY15 and forward.

The County Clerk functions are governed by Oregon Revised Statutes (ORS) Chapter 205. ORS 205.320(18) requires that a portion of the document recording fees be dedicated to a County Clerk Fund established by the County governing body, for the purpose of acquiring records storage and retrieval systems, and maintaining and restoring records as authorized by the County Clerk.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$17,569	\$0	\$168,450	\$0
Contractual Services	\$324,083	\$0	\$57,550	\$0
Materials & Supplies	\$11,348	\$0	\$0	\$0
Capital Outlay	\$8,000	\$0	\$0	\$0
Total GF/non-GF	\$361,000	\$0	\$226,000	\$0
Program Total:	\$361,000		\$226	5,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Beginning Working Capital	\$361,000	\$0	\$226,000	\$0
Total Revenue	\$361,000	\$0	\$226,000	\$0

Explanation of Revenues

The carryover revenue in this Program, in the amount of \$226,000 represents unspent "restricted revenues", and is a portion of recording fees dedicated to the County Clerk that reside in the general fund. Under GASB #54, these funds are restricted for purposes described in Oregon Revised Statute 205.320(18).

Significant Program Changes

Last Year this program was: 72025B DART County Clerk



Program #72026 - DART Ownership

Program Contact: Gary Bartholomew 7/3/2014

Department: County Management

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The DART Ownership Program is responsible for making real property ownership changes and adding sale information, when applicable, to the tax roll. Through examination of recorded and unrecorded documents, this program verifies the documentation and ensures that the documentation is acceptable for ownership transfers to take place. The Ownership Program maintains a transaction file for complex transfers, which is maintained for permanent retention on microfilm. Program staff interact with the public and internal staff, both on the phones and at the public counter.

Program Summary

The Ownership Program, within the Division of Assessment Recording and Taxation (DART), updates and maintains the ownership and property description for the majority of real property tax accounts. Recorded documents, such as deeds, contracts and assignments, are the most common instruments used to update the tax roll with correct names and mailing addresses. Additionally, unrecorded documentation is often used for name changes to the tax roll. This documentation includes marriage records, court orders, and death certificates. Accurate ownership information is essential to other DART programs in ensuring that various notices and tax statements are sent to the correct party. This information is also used for the production of county maps. Property sales are utilized by the Valuation Section in the process of updating property values. The Ownership Program monitors certain types of accounts for notification to other areas throughout the organization. Developed databases enable related work units to access shared data, thereby reducing transfer time and the need for paper records. A new assessment and taxation system scheduled to go live eventually is expected to further increase efficiencies.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of Ownership Changes Processed	30,912	27,000	27,000	27,000		
Outcome	Average Number of Days to Complete Ownership Changes	4	2	2	2		

Performance Measures Descriptions

The "Number of Ownership Changes Processed" is a combination of ownership changes processed from actual recorded deeds and ownership changes transferred with unrecorded documents (approximately 5% of transfers are from unrecorded documentation). The "Average Number of Days to Complete Ownership Changes" is tracked manually by staff by logging both the date the work is begun and the date of completion. Those numbers are then combined and divided by the actual number of working days in the fiscal year.

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 92, 93, 199, 205,222,308,457, 477, and 478. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation (A&T) staffing. The DOR has determined that DART staffing is already at the minimally acceptable level to perform their A&T functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$333,342	\$0	\$333,029	\$0
Contractual Services	\$1,474	\$0	\$1,474	\$0
Materials & Supplies	\$2,686	\$0	\$2,697	\$0
Internal Services	\$77,728	\$0	\$79,848	\$0
Total GF/non-GF	\$415,230	\$0	\$417,048	\$0
Program Total:	\$415,230		\$417	7 ,048
Program FTE	4.20	0.00	4.20	0.00

Program Revenues				
Intergovernmental	\$138,645	\$0	\$120,060	\$0
Total Revenue	\$138,645	\$0	\$120,060	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures. Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$120,060 allocated to DART Ownership Program. Remaining Ownership Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72026 DART Ownership



Program #72027 - DART Tax Revenue Management

Program Contact: Gary Bartholomew 7/3/2014

Department: County Management

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Tax Revenue Management Program administers the County Tax Collector responsibilities. The program manages the collection, accounting and distribution of property tax revenues and assessments for over 60 Multnomah County taxing districts and several state agencies. Revenue from interest on past due taxes is also accounted for and a portion distributed to the County Assessment and Taxation Fund.

Program Summary

The Tax Revenue Management Program sends property tax statements, collects current and delinquent real and personal property taxes and various fees, issues property tax refunds, distributes tax revenues to taxing districts, and performs accounting, auditing and reporting services. The program processes foreclosures, tax roll corrections, bank adjustments, senior and disabled citizen tax deferral applications, and manufactured structure ownership changes. 360,000 tax statements are sent annually and \$1.4 billion in property taxes is levied for collection. Approximately 400,000 payment and accounting transactions are processed annually.

This program collects and distributes property taxes in a timely, efficient and equitable manner. The program provides responsive, accurate, quality customer service to taxpayers and other government agencies while complying with property tax laws. The program continuously monitors service delivery options available for possible enhancements. Tax statement printing costs have been significantly reduced through streamlining and outsourcing. Payment processing hardware and software is currently being replaced and is expected to result in cost savings and efficiencies. Customer use of electronic payment continues to increase. Credit card options and payment by phone have been implemented. Online access to tax statement images has recently been implemented. Roll corrections and issuance of tax refunds are monitored closely to minimize the amount of interest paid on refunds. Legislation (2015) is being proposed for efficiencies and improvements. Delinquencies are monitored closely and addressed effectively. A new assessment and taxation computer system eventually is expected to increase efficiency and customer service.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Property Tax Statements Issued	356,248	365,000	360,000	360,000			
Outcome	Percentage of Current Year Property Taxes Collected	97.3%	97.2%	97.2%	97.2%			
Outcome	Tax Collected Via Electronic Payment (in Dollars)	48,210,556	55,000,000	55,000,000	65,000,000			

Performance Measures Descriptions

Property Tax Statements Issued each year includes the November, February, May trimesters and the delinquent real property statements.

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 311 and 312. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of Assessment and Taxation (A&T) staffing. The DOR has determined that the staffing level for DART is already at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue. The County as an agent of the State carries out the functions under ORS 446.566 to ORS 446.646 related to mobile home ownership document transactions and trip permits.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,048,684	\$0	\$1,073,704	\$0
Contractual Services	\$142,925	\$0	\$144,925	\$0
Materials & Supplies	\$61,494	\$0	\$62,376	\$0
Internal Services	\$459,329	\$0	\$474,988	\$0
Total GF/non-GF	\$1,712,432	\$0	\$1,755,993	\$0
Program Total:	\$1,712,432		\$1,75	5,993
Program FTE	11.50	0.00	11.50	0.00

Program Revenues					
Fees, Permits & Charges	\$400,000	\$0	\$400,000	\$0	
Intergovernmental	\$379,595	\$0	\$328,785	\$0	
Other / Miscellaneous	\$3,300	\$0	\$5,500	\$0	
Total Revenue	\$782,895	\$0	\$734,285	\$0	

Explanation of Revenues

Participation in the statewide County Assessment Function Funding Assistance (CAFFA) Grant reimburses approximately 25% of program expenditures. Grant amounts vary depending upon the state-wide CAFFA pool and Multnomah County's allocated percentage. Multnomah County's share for FY15 is estimated to be \$ 3,450,000, with \$328,785 allocated to Tax Revenue Management Program. Program revenues of \$405,500 are service fees required by Oregon Revised Statutes and County Fee Ordinance, are based on historical averages, and include foreclosure publication fees, title search fees, exemption late filing fees, delinquent personal property tax warrant and warrant recording fees, manufactured structure ownership transfer fees and trip permit fees, and miscellaneous tax collection and copy fees. The County serves as an agent of the State, and pursuant to an IGA, accepts payment on behalf of the State for mobile home ownership document transactions and trip permits, retaining \$30 per ownership transfer and \$5 per trip permit. Remaining Program support is provided by County General Fund revenue.

Significant Program Changes

Last Year this program was: 72027 DART Tax Revenue Management



Program #72028 - DART GIS / Cartography

7/3/2014

Department: County Management **Program Contact:** June Tilgner

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Division of Assessment, Recording and Taxation (DART) GIS / Cartography Program creates and maintains official county maps for property taxation purposes, maintains the base map for the County's Geographic Information System (GIS), maintains property information and property tax roll descriptions, and provides direct customer service to property owners, taxpayers and the community.

Program Summary

The GIS / Cartography Program maintains up-to-date accessible property descriptions, county property tax maps and GIS. Current ownership and timely created accounts ensure that the correct owner is assessed the correct amount thus ensuring the tax is distributed as equitably as possible.

The program is responsible for maintaining accurate tax maps used to describe taxing district and urban renewal boundaries, process subdivisions, condominiums, and partition plats, and describe annexations and County road filings. Program staff develop databases that enable related work units access to shared data reducing transfer time and paper records. This program also contributes GIS mapping data to the Department of Revenue Oregon Map (ORMAP) program which provides a state-wide property tax parcel base map that is digital, publicly accessible and continually maintained. Direct customer service is provided to property owners, taxpayers and the community.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of New Tax Roll Accounts Created	527	500	690	750		
Outcome	Average Number of Changes per FTE	3,840	6,200	3,715	4,000		
Output	Number of Mapping & Tax Roll Changes	50,200	45,000	54,000	20,600		

Performance Measures Descriptions

The number of New Tax Roll Accounts Created is affected by the volume of new plats, condominiums, and subdivisions recorded. There has been a significant decrease in the volume since FY 2009 and has continued through FY 2013. The number of Mapping & Tax Roll Changes includes audits and data clean-up activities that have taken place this year; in FY 15 the method for measuring is changed using counts of cartography actions and related tax roll changes.

Functions in this program are required under Oregon Revised Statutes (ORS) Chapters 86, 92, 93, 100, 198, 199, 222, 227,271, 274,275, 306-308, 312,368, 457, 477,and 478. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation (A&T) staffing. The DOR has determined that staffing is at the minimally acceptable level to perform the A&T function. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$441,699	\$0	\$453,238	\$0
Contractual Services	\$5,000	\$0	\$1,000	\$0
Materials & Supplies	\$45,530	\$0	\$51,749	\$0
Internal Services	\$77,303	\$0	\$81,491	\$0
Total GF/non-GF	\$569,532	\$0	\$587,478	\$0
Program Total:	\$569,532		\$587	7,478
Program FTE	4.30	0.00	4.30	0.00

Program Revenues				
Intergovernmental	\$137,065	\$0	\$122,820	\$0
Total Revenue	\$137,065	\$0	\$122,820	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures. Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's annual share of CAFFA is estimated at \$3.450,000 for FY15, with \$122,820 allocated to DART GIS & Parcel Management Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72028 DART GIS & Parcel Management

Increased allocation of Program Manager Sr position to this program for FY15. Increase of .15 FTE from FY14 to FY15. See offset changes in Program Offer # 72029-15.



Program #72029 - DART Assessment Performance Analysis

7/3/2014

Department: County Management **Program Contact:** June Tilgner

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Assessment Performance Analysis Unit, within the Division of Assessment, Recording and Taxation (DART) is responsible for annual adjustments to Real Market Value resulting in assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts. Analysts develop and publish the annual Sales Ratio Study as required by statute.

Program Summary

The Assessment Performance Analysis Unit links to DART appraisal and other programs and their contributions. Appraisal Data Analysts analyze sales, trends and other market data used to monitor, maintain and report valuation performance regarding Residential, Commercial, Multi-Family, and Industrial Appraisal Models. The Analysis Unit adjusts Real Market Values of all property in the County and publishes the annual Sales Ratio Study that evaluates and reports the effectiveness of appraisal programs to the Oregon Department of Revenue. The program assists in answering public and media questions about property values, contributing to the public's perception of fairness in assessing and collecting property taxes.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of Projects Maintained	13	13	13	13		
Outcome	Percentage of Residential Neighborhoods with Equity Compliance	93%	90%	90%	90%		

Performance Measures Descriptions

The output measure called "Number of Projects" refers to the many specific annual studies and reports completed by the team, including the largest: Residential. "Residential Equity Compliance" is a measure developed internally to demonstrate the consistency of values among properties in the same neighborhood as valuation models are adjusted. This self-imposed compliance goal is not designed to achieve an ever higher score but instead to prompt deep analysis of value variances that ensures consistent and accurate adjustments to value.

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the County Assessment Function Funding Assistance (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$378,486	\$0	\$388,420	\$0
Materials & Supplies	\$14,970	\$0	\$17,279	\$0
Internal Services	\$46,168	\$0	\$49,530	\$0
Total GF/non-GF	\$439,624	\$0	\$455,229	\$0
Program Total:	\$439,624		\$455,229	
Program FTE	3.30	0.00	3.30	0.00

Program Revenues					
Intergovernmental	\$103,885	\$0	\$94,185	\$0	
Total Revenue	\$103,885	\$0	\$94,185	\$0	

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures. Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Total annual Multnomah County share of CAFFA is estimated at \$3,450,000 for FY15, with \$94,185 allocated to DART Assessment Performance Analysis Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72029 DART Assessment Performance Analysis

Added allocation of .30 FTE of the Chief Appraiser Position to this program for FY15. Removed allocation of .15 FTE of the Manager Sr position from this program for FY15. Overall net increase of .15 FTE from FY14 to FY15 for this program. See offset changes for Chief Appraiser and Manager Sr position allocations in other DART programs.



Program #72030 - DART Property Assessment Special Programs

7/3/2014

Department: County Management **Program Contact:** Sally Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Special Programs Group (SPG), within the Division of Assessment Recording & Taxation (DART), is responsible for processing applications relating to property tax exemptions or special assessments. Exempt properties are monitored by the program for continued qualification. Additional tax roll responsibilities include creating new tax accounts, processing corrections and verifying correct assessed values. Parcel management responsibilities of Special Programs maintains property information and property tax roll descriptions while providing direct customer service to interested parties.

Program Summary

SPG ensures that exempt and specially assessed property is valued in accordance with the law, which maximizes property tax revenues to fund County programs. Property taxes account for approximately 65% of the County's General Fund revenues. Failure to monitor this process will result in loss of taxable assessed value. Focus is on timely processing property descriptions, maintaining ownership and creating new accounts and compliance monitoring of existing exemptions, careful review of new applications, and resolving appeals. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation.

The Special Programs Group (SPG) maintains and processes over 8,000 accounts with special assessments and/or exemptions. Specially assessed properties include farm, forest and historic while exempt accounts include property owned and/or occupied by organizations such as charitable, fraternal, and religious. Leasehold records are monitored to maintain accurate, taxable values on over 800 accounts where non-exempt tenants lease from exempt government agencies. SPG is responsible for approximately 4,800 property tax exemptions for the War Veteran & Surviving Spouse program and the Active Duty Military program. All of these special assessment and exemption programs are mandated by law. In addition, approximately 500 field inspections are performed as part of the program's compliance activities. Staff calculates and redistributes Maximum Assessed Values in accordance with Measure 50 tax limitation requirements for thousands of new properties created each year. SPG contributes to the process to arrive at the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts. This program ensures that exempt and specially assessed property is accurately assessed as required by the Oregon Revised Statutes (ORS). Maintaining accurate market values on all property relates to the bonding capacity and general obligation bond tax rates for taxing districts in the County.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Accounts Reviewed and Processed for Current Tax Roll	8,949	8,000	9,000	9,000		
Outcome	Taxable Market Value Re-established to the Tax Roll (in Millions of dollars)	\$295.6 Mil	\$500 Mil	\$300 Mil	\$300 Mil		
Input	Total Exempt Accounts Monitored	36,647	37,000	36,000	36,000		
Output	Total Number of Accounts Processed for Prior Tax Roll	2,181	3,040	2,200	2,200		

Performance Measures Descriptions

Oregon Revised Statute (ORS) requires all property to be valued according to market as accurate market values directly relate to the bonding capacity and general obligation bond tax rates for taxing districts. Specific property tax exemptions are allowed by law. Measurements indicate exempt and specially assessed properties are accurately assessed and tax rolls properly maintained.

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,066,310	\$0	\$1,103,039	\$0
Contractual Services	\$0	\$0	\$1,000	\$0
Materials & Supplies	\$18,620	\$0	\$22,875	\$0
Internal Services	\$180,390	\$0	\$190,889	\$0
Total GF/non-GF	\$1,265,320	\$0	\$1,317,803	\$0
Program Total:	\$1,265,320		\$1,317,803	
Program FTE 11.00		0.00	11.00	0.00

Program Revenues					
Intergovernmental	\$412,380	\$0	\$357,420	\$0	
Total Revenue	\$412,380	\$0	\$357,420	\$0	

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures; Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$357,420 allocated to DART Property Assessment-Special Programs. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72030 DART Property Assessment Special Programs

Transferred /Allocated .30 FTE of position #704343 to DART Tax Title Program #72038 for FY15 to reflect the portion of staff time expended in support of Tax Foreclosed property management, maintenance and disposition. Net reduction of .30 FTE from FY14 to FY15 for this Program.



Program #72031 - DART Personal Property Assessment

7/3/2014

Department: County Management **Program Contact:** Rick Teague

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Personal Property Assessment Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for valuing all taxable Business Personal Property accounts. Personal Property represents 5% of the value upon which taxes are levied for the benefit of all Multnomah County taxing districts.

Program Summary

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on all taxable Personal Property accounts. Oregon Revised Statutes require annual filings from the 23,000 businesses in the county, comprising more than 34,000 accounts. 30% of those accounts are equipment-leasing companies. Values must be fully recalculated each year to reflect items added or disposed of by businesses and to calculate depreciation influence on remaining assets.

Appraisers perform field inspections and detailed reviews to identify businesses and properties omitted from the assessment roll. Appraisals are performed to defend values under appeal. This program assesses Personal Property accurately and fairly as required by Oregon Revised Statutes (ORS), maximizing property tax revenues to fund programs. Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. Property taxes account for approximately 65% of the County's General Fund revenues. Under the Measure 50 tax limitation measure, there is no assumption of a 3% increase in personal property taxable value; instead, each business annually reports existing taxable property. Failure to monitor this process will result in loss of taxable assessed value and tax revenue. The focus is on discovery of new taxable property and resolving value appeals to minimize cost to taxpayers. Various computer and online tools are used to maximize appraisal efforts. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of Non-Leased Accounts Processed, Coded and Valued	21,700	21,800	22,500	23,000		
Outcome	Assessed Value in Millions of Personal Property Value Placed on the Tax Roll	\$2,280	\$2,290	\$2,317	\$2,350		
Output	Percentage of Accounts with Captured Asset Listings	75%	75%	79%	79%		
Output	Percentage of Accounts Filing Electronically	10%	10%	10%	10%		

Performance Measures Descriptions

Oregon Revised Statutes require all property appraisals be at 100% of Market Value. Failure to meet standards can result in loss of CAFFA grant revenue and program control. Program measures focus on improving efficiency and technology utilization. We capture annual asset lists from businesses in a database and return them to the business each year for updating. We encourage businesses to file their lists electronically, reducing our costs and improving accuracy.

Oregon Revised Statutes (ORS) Chapters 92,205,294,305,306,307,308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation (A&T)staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their A&T functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,021,378	\$0	\$1,054,275	\$0
Contractual Services	\$10,000	\$0	\$10,000	\$0
Materials & Supplies	\$12,508	\$0	\$12,754	\$0
Internal Services	\$254,343	\$0	\$253,130	\$0
Total GF/non-GF	\$1,298,229	\$0	\$1,330,159	\$0
Program Total:	\$1,298,229		\$1,33	0,159
Program FTE	10.60	0.00	10.60	0.00

Program Revenues				
Intergovernmental	\$353,130	\$0	\$302,910	\$0
Total Revenue	\$353,130	\$0	\$302,910	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures; Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$302,910 allocated to DART Personal Property Assessment Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72031 DART Personal Property Assessment

Removed allocation of Chief Appraiser position for Personal Property Assessment program for FY15. Net reduction of .10 FTE from FY14 to FY15. See offset in Program Offer #72029-15.



Program #72032 - DART Property Assessment Industrial

7/3/2014

Department:County ManagementProgram Contact:Rick Teague

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Property Assessment-Industrial Program, within the Division of Assessment, Recording and Taxation (DART) is responsible for valuing, appraising and/or maintaining all local and state industrial property. Industrial property represents approximately 5% of the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts.

Program Summary

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 500 county-responsibility industrial properties and maintenance of 470 accounts appraised by the Oregon Department of Revenue. In addition this program is responsible for maintaining Real Market Value and Maximum Assessed Value on 524 billboard accounts. All industrial property owners are required to file industrial property returns annually. A number of industrial plants are physically inspected and audited every year. Appraisers perform appraisals to defend values under appeal. Industrial properties are high-value accounts; loss on appeal can result in large tax refunds paid by taxing jurisdictions with interest. Focus is on proper classification of taxable property and resolving value appeals to minimize cost to taxpayers. Use of various computer and online tools maximize appraisal efforts. This program appraises industrial property accurately and fairly as required by the Oregon Revised Statutes (ORS), maximizing property tax revenues to fund programs. Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. Property taxes account for approximately 65% of the County's General Fund revenues. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of Industrial Accounts Maintained	937	940	973	980			
Outcome	Assessed Value placed on the Tax Roll (in millions)	\$2,772	\$2,800	\$2,822	\$2,830			
Output	Number of Industrial Sites Reviewed	0	0	10	15			

Performance Measures Descriptions

Oregon Revised Statutes require property appraisals be at 100% of Market Value each year. Failure to meet standards can result in loss of CAFFA grant revenue and program control. Program measures include state and county responsible industrial sites to better reflect the contribution of this program. We conduct Site Reviews including physical inspections, owner interviews and inventory of machinery and equipment to ensure we have accurate data on which to base our values.

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175 the DOR determines the acceptable level of assessment and taxation (A&T) staffing. The DOR has determined that DART is already at the minimally acceptable staffing level to perform their A& T functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$756,906	\$0	\$754,751	\$0
Materials & Supplies	\$24,619	\$0	\$27,514	\$0
Internal Services	\$99,558	\$0	\$104,573	\$0
Total GF/non-GF	\$881,083	\$0	\$886,838	\$0
Program Total:	\$881,083		\$886	5,838
Program FTE	7.40	0.00	7.40	0.00

Program Revenues				
Intergovernmental	\$249,245	\$0	\$211,485	\$0
Total Revenue	\$249,245	\$0	\$211,485	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures; Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$211,485 allocated to DART Property Assessment-Industrial Program. Remaining Program support is from General Fund revenues.

Significant Program Changes

Last Year this program was: 72032 DART Property Assessment Industrial

Allocation of Chief Appraiser position was cut from Industrial Appraisal program offer for FY15. Net reduction of .15 FTE from FY14 to FY15. See offset in Program Offer 72029-15. As a budget performance measure, we no longer track the percentage of sites reviewed for transfer to industrial valuation. While that is still a function we perform, a better measure to track is the number of industrial sites we conduct site reviews on each year. During those reviews we physically inspect the sites, verify and update the information we base our values on, interview key staff to increase our knowledge of the industries and their trends and recalculate our values. These site reviews are critical to improving the quality of our industrial values which can result in additional tax revenue. In addition, it increases the knowledge base of our industrial staff making them better advocates for the county with taxpayers and in appeal situations.



Program #72033 - DART Commercial Property Appraisal

7/3/2014

Department: County Management Program Contact: Richard Deich

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Commercial Property Appraisal Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for valuing and appraising all commercial, small and large multi-family property. Commercial property represents 19% of the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts.

Program Summary

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on about 23,500 commercial and multifamily properties. Staff physically inspects and appraises 700-750 properties annually due to permits having been issued for new construction, remodeling or renovation.

Under Measure 50, such appraisals add new value for taxing districts beyond the statutorily required 3% increase in Maximum Assessed Value. Appraisals are also performed to defend values under appeal; and to verify that sales of property are valid market-based transactions that can be used to adjust automated valuation models, to appraise other property, and to generate the annual Ratio Report that measures the effectiveness of the program. This program primarily contributes to the fair and accurate appraisal of commercial property as required by the Oregon Revised Statutes (ORS).

Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. This program ensures that all commercial property is valued in accordance with the law, which maximizes property tax revenues to fund programs for the County and other jurisdictions. Property taxes account for approximately 65% of the County's General Fund revenues.

Various computer and online tools are used to maximize appraisal effort. Focus is on discovery of new taxable property and resolving value appeals to minimize cost to taxpayers. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Accounts Appraised	850	700	1300	1300	
Outcome	New Taxable Exception Value in Millions	\$706	\$970	\$725	\$750	
Efficiency	% Automated Recalculation	7.5%	7.6%	20%	20%	
Outcome	% Market Groupings with COD Compliance	71%	85%	85%	85%	

Performance Measures Descriptions

Oregon law requires property appraisals to be at 100% of Market Value as of January 1 of each year within standards established by the Oregon Department of Revenue (DOR). One of the primary standards is a statistical measure called the Coefficient of Dispersion (COD). Failure to meet these standards can result in loss of CAFFA grant revenue and program control. The DOR annually reviews compliance through three required reports: The Assessor's Certified Ratio Study, the Assessor's Appraisal Plan and the CAFFA Grant application.

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the County Assessment Function Funding Assistance (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,483,387	\$0	\$1,512,589	\$0
Contractual Services	\$30,500	\$0	\$30,500	\$0
Materials & Supplies	\$74,351	\$0	\$74,003	\$0
Internal Services	\$210,608	\$0	\$218,897	\$0
Total GF/non-GF	\$1,798,846	\$0	\$1,835,989	\$0
Program Total:	\$1,798,846		\$1,83	5,989
Program FTE	14.30	0.00	14.30	0.00

Program Revenues				
Intergovernmental	\$475,185	\$0	\$408,825	\$0
Total Revenue	\$475,185	\$0	\$408,825	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures; Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$408,825 allocated to DART Commercial Appraisal Program. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72033 DART Commercial Property Appraisal

Allocation of Chief Appraiser position decreased from .40 FTE in FY14 to .30 FTE in FY15, a net decrease of .10 FTE for management support of Commercial Appraisal Program. See offset increase in Program Offer #72029-15.



Program #72034 - DART Residential Property Appraisal

7/3/2014

Department: County Management **Program Contact:** Leslie CECH

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Residential Property Appraisal Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for valuing and appraising all residential-use Real Property, residential converted to commercial use, generic commercial use, personal property floating property, and personal property manufactured homes. Residential Property represents 62% of the total taxable assessed value upon which taxes are calculated and levied for the benefit of all Multnomah County taxing districts.

Program Summary

This program is responsible for maintaining Real Market Value and Maximum Assessed Value on 209,600 single family and two-four family properties; 35,500 condominiums; 4,900 manufactured homes; 1,800 floating properties; 2,800 farm/forest deferral properties; and 1,300 business accounts. Staff physically inspects and appraises 8,000 to 9,000 properties annually due to permits issued for new construction, remodeling or renovation. They also appraise 4,000 to 5,000 properties annually discovered through the sales confirmation process as having been significantly improved without apparent issuance of building or trade permits.

Under Measure 50, such appraisals add new value for taxing districts beyond the statutorily required 3% increase in the Maximum Assessed Value. Appraisals are also performed to defend values under appeal; and to verify that sales of property are valid market-based transactions that can be used to adjust automated valuation models, to appraise other property, and to generate the annual Ratio Report that measures the effectiveness of the program. This program primarily contributes to the fair and accurate appraisal of residential property as required by the Oregon Revised Statutes (ORS).

Maintaining accurate Real Market Values on all property directly affects the maximum bonding capacity and general obligation bond tax rates for all applicable taxing districts in the County. The program ensures that all residential property is valued in accordance with the law, which maximizes property tax revenues to fund programs for the County and other jurisdictions. Property taxes account for approximately 65% of the County's General Fund revenues.

Various computer and online tools are used to maximize appraisal effort. Focus is on discovery of new taxable property. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Accounts Appraised	16781	15,000	15,000	17,000		
Outcome	New Taxable Exception Value in Millions of Dollars	\$427 Million	\$400 Million	\$400 Million	\$450 Million		
Efficiency	Accounts Appraised per Appraiser	699	700	700	700		
Outcome	% Neighborhood with COD Compliance	93%	98%	98%	98%		

Performance Measures Descriptions

Oregon law requires property appraisals to be at 100% of Market Value as of January 1 of each year within standards established by the Oregon Department of Revenue (DOR). One of the primary standards is a statistical measure called the Coefficient of Dispersion (COD). Failure to meet these standards can result in loss of CAFFA grant revenue and program control. The DOR annually reviews compliance through three required reports: The Assessor's Certified Ratio Study, the Assessor's Appraisal Plan and the CAFFA Grant application.

Oregon Revised Statutes (ORS) Chapters 92,205,294,305,306,307,308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Department of Revenue (DOR). Through the County Assessment Function Funding Assistance (CAFFA) Grant process described in ORS 294.175, the DOR determines the acceptable level of staffing. The DOR has determined that DART staffing is at the minimally acceptable level to perform their functions. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$3,020,693	\$0	\$3,032,131	\$0
Contractual Services	\$10,500	\$0	\$10,500	\$0
Materials & Supplies	\$120,675	\$0	\$125,677	\$0
Internal Services	\$436,263	\$0	\$464,211	\$0
Total GF/non-GF	\$3,588,131	\$0	\$3,632,519	\$0
Program Total:	\$3,588,131		\$3,63	2,519
Program FTE	29.40	0.00	29.40	0.00

Program Revenues				
Intergovernmental	\$968,540	\$0	\$840,420	\$0
Total Revenue	\$968,540	\$0	\$840,420	\$0

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures; Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$840,420 allocated to DART Residential Appraisal Program. Remaining Program support is from General Fund Revenues.

Significant Program Changes

Last Year this program was: 72034 DART Residential Property Appraisal

Allocation of Chief Appraiser position changed from .35 FTE in FY14 to .40 FTE in FY15, a net increase of .05 FTE from FY14 to FY15 for management support of this Program.



Program #72035A - DART Assessment & Taxation System Upgrade

7/3/2014

Department: County Management **Program Contact:** June Tilgner

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This multi-year system upgrade project was initially approved in the FY 2008 Budget. The Division of Assessment, Recording and Taxation is replacing the outdated Assessment and Taxation system. A request for proposal was published in FY 2008. In FY 2009 were vendor proposal evaluations and selection, with a contract approved at the end of FY 2009. Many milestones were met through FY 2010, FY 2011 and FY 2012. The contract was cancelled in FY 2013 due to missed milestones. In FY 2014 BCC approved new vendor Tyler Technologies under Sole Source Rule 47-0288(1).

Program Summary

The Division of Assessment, Recording and Taxation (DART) is seeking a system upgrade that features integration among all DART business functions, including GIS, document recording, real property assessment, business personal property assessment, tax collection and tax distribution. The program mission is to improve property assessment and taxation services to the customers and stakeholders of Multnomah County by replacing existing legacy software with current technology that will include, and enhance, integration with other applications. The new software application will substantially reduce systemic gaps and duplication of data that exists in our current environment. The technology will increase staff efficiency and the ability to accommodate an increasing workload, playing a key role in e-government for Multnomah County, and employ an IT architecture that considers integration with County standard infrastructure. The program goals and objectives are: 1) Acquire and implement available information technology, replacing the current Assessment and Taxation computer application, to achieve greater operation efficiency and revenue enhancement while maintaining or improving accuracy and compliance for A& T business functions; 2) Reduce costs of targeted operations so that human resources can be more productively used; 3) Improve public visibility, accessibility, and convenience of assessment, taxation and recording services via web-based electronic and online resources, while maintaining appropriate control over publicly sensitive personal information.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of A&T System Project Milestones Met	0	8	1	0			
Outcome	% of A&T Project Milestones Completed on Time and within Budget	0	100%	100%	0			

Performance Measures Descriptions

The multi-year project to select and implement a new A&T System has met the following milestones: FY08- Publish RFP; FY09-Eval. Proposals, Select Vendor, Negotiate Contract; FY10-GAP Analysis Start, Design Start, Dev.Start (a), Server/Oracle Installed; FY11-GAP Analysis Finish, Design Finish, Dev.Start (b), Data Migration Start, Integrations Start. In FY13-Vendor contract cancelled. FY14-BCC approved new vendor Tyler Technologies under Sole Source Rule 47-0288 (1). FY14 milestone: Negotiate Contract. FY15 Milestones TBD as part of contract negotiations.

TBD Contract negotiations in process

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$239,140	\$0	\$311,091
Contractual Services	\$0	\$1,624,116	\$0	\$1,900,000
Materials & Supplies	\$0	\$1,578,619	\$0	\$1,588,909
Capital Outlay	\$0	\$0	\$0	\$100,000
Total GF/non-GF	\$0	\$3,441,875	\$0	\$3,900,000
Program Total:	\$3,441,875		\$3,90	0,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Beginning Working Capital	\$0	\$3,441,875	\$0	\$3,900,000
Total Revenue	\$0	\$3,441,875	\$0	\$3,900,000

Explanation of Revenues

BWC represents estimated carryover of unspent Fund 2504 project fund balance, and is based upon BWC in FY14, less estimated project expenditures during FY14.

Significant Program Changes

Last Year this program was: 72035 DART Assessment & Taxation System Upgrade



Program #72035B - DART Assessment & Taxation System Upgrade

7/3/2014

Department: County Management **Program Contact:** June Tilgner

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

This multi-year system upgrade project was initially approved in the FY 2008 Budget. The Division of Assessment, Recording and Taxation is replacing the outdated Assessment and Taxation system. A request for proposal published in FY 2008 resulted in a vendor selection and contract execution. Many milestones were met from FY10 through FY12. The contract was cancelled in FY13 due to missed milestones. In FY14 the Board of Commissioners approved procurement with a new vendor. This scaled program represents additional funding required to complete the project.

Program Summary

The Division of Assessment, Recording and Taxation (DART) is seeking a system upgrade that features integration among all DART business functions, including GIS, document recording, real property assessment, business personal property assessment, tax collection and tax distribution. The program mission is to improve property assessment and taxation services to the customers and stakeholders of Multnomah County by replacing existing legacy software with current technology that will include, and enhance, integration with other applications. The new software application will substantially reduce systemic gaps and duplication of data that exists in our current environment. The technology will increase staff efficiency and the ability to accommodate an increasing workload, playing a key role in e-government for Multnomah County, and employ an IT architecture that considers integration with County standard infrastructure. The program goals and objectives are: 1) Acquire and implement available information technology, replacing the current Assessment and Taxation computer application, to achieve greater operation efficiency and revenue enhancement while maintaining or improving accuracy and compliance for A& T business functions; 2) Reduce costs of targeted operations so that human resources can be more productively used; 3) Improve public visibility, accessibility, and convenience of assessment, taxation and recording services via web-based electronic and online resources, while maintaining appropriate control over publicly sensitive personal information.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output		0	0	0	0	
Outcome		0	0	0	0	

Performance Measures Descriptions

Milestones have yet to be determined for FY15 and are part of the contract negotiations.

TBD Contract Negotiations in process with vendor.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Contractual Services	\$0	\$0	\$0	\$1,500,000
Total GF/non-GF	\$0	\$0	\$0	\$1,500,000
Program Total:	\$0		\$1,50	0,000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Financing Sources	\$0	\$0	\$0	\$1,500,000
Total Revenue	\$0	\$0	\$0	\$1,500,000

Explanation of Revenues

General Fund Cash Transfer represents OTO allocations from the Gen Fund for the A&T System Upgrade Project.

Significant Program Changes

Last Year this program was:



Program #72037 - DART Applications Support

7/3/2014

Department: County Management **Program Contact:** June Tilgner

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Division of Assessment, Recording & Taxation (DART) Applications Support Program supports the applications used by all of the DART's linked programs. Responsibilities include tax roll calculation and certification, tax statement production, requests for information and data files from both internal and external sources and supporting the DART application users.

Program Summary

DART's Application Support Program performs the functions that support the certification of the annual tax roll, including calculating tax rates and taxes, producing tax statements, and producing reports required by the Oregon Department of Revenue. As a result the program assists in answering public and media questions about property tax bills, contributing to the accountability factor of the public's perception of fairness in assessing and collecting property taxes. In addition to certifying the annual tax roll, the Program responds to requests for information and data files from both internal and external sources. The Program manages the working relationship with the application software and hardware vendors, as well as the County Information Technology Division; including consulting on contract formulation and implementation support. The Program answers user questions, resolves problems, and provides advice on the effective use of the DART's business application systems.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of Requests & Support Activities Completed	2,740	3,500	4,400	3,500			
Outcome	% of Requests Associated with Program Revenue	4.0%	4.0%	5.0%	4.0%			

Performance Measures Descriptions

The Number of Requests & Support Activities measures an Activity representing a single request or contact, even if that request is for 5 data files to be created and sent to the client. The percent of Requests Associated with Program Revenue is also a new measure, indicating the portion of the program's work activities associated with a portion of our revenue.

This program supports the Division of Assessment, Recording & Taxation in its compliance with Oregon Revised Statutes (ORS) Chapters 92, 205, 294,305-312, and 321. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Assistance" (CAFFA) Grant process described in ORS 294.175 the DOR determines the acceptable level of assessment & taxation staffing. The DOR has determined staffing levels are at the minimally acceptable level to perform the A&T function. Any reduction to this program may jeopardize this grant revenue.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$835,292	\$0	\$849,135	\$0
Contractual Services	\$56,925	\$0	\$58,925	\$0
Materials & Supplies	\$338,130	\$0	\$353,274	\$0
Internal Services	\$171,502	\$0	\$182,317	\$0
Total GF/non-GF	\$1,401,849	\$0	\$1,443,651	\$0
Program Total:	\$1,401,849		\$1,44	3,651
Program FTE	6.70	0.00	6.70	0.00

Program Revenues					
Intergovernmental	\$221,200	\$0	\$191,475	\$0	
Other / Miscellaneous	\$50,000	\$0	\$50,000	\$0	
Total Revenue	\$271,200	\$0	\$241,475	\$0	

Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 25% of Assessment & Taxation program expenditures. Grant amounts vary depending upon the overall state-wide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$3,450,000 for FY15, with \$191,475 allocated to DART Applications Support Program. Program revenue of \$50,000 is from service fees for access to Assessment & Taxation information (subscription website user fees) and requests for Assessment and Taxation data files. Service fees are authorized by Department of County Management Fee Ordinance. Fees are projected based upon historical trends. Remaining Program support is provided by General Fund revenues.

Significant Program Changes

Last Year this program was: 72037 DART Applications Support



Program #72038 - DART Tax Title

7/3/2014

Department:County ManagementProgram Contact:Sally BrownProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Tax Title Program, within the Division of Assessment, Recording and Taxation (DART), is responsible for the management, maintenance and disposition of the County's tax foreclosed property inventory. The County's portfolio consists of 260 properties. Only 5% are properties with improvements or structures. Properties are disposed of at auction, private sales and by transfer to government agencies and non-profit corporations.

Program Summary

The County comes into ownership of real property at least once a year through the foreclosure of delinquent property tax liens. The tax foreclosed properties are placed into the Special Program Group's (SPG) inventory and are managed and disposed of pursuant to Multnomah County Code, Chapter 7. Shortly after the properties are deeded to the County they are available for repurchase by qualified former owners of record. SPG researches and inspects the properties received to determine highest and best use of the property. To assure this section's fiscal stability the department will identify property to be sold at public auction, private sale or made available for donation to governments, non-profit housing sponsors or Open Space Preservation Sponsors.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Properties remaining in Tax Title Inventory	259	258	245	220		
Outcome	Properties placed back on the tax roll & into community use	69	48	46	47		
Outcome	Revenue disbursed to taxing districts for public use	1,527,645	473,099	1,200,000	1,500,000		

Performance Measures Descriptions

The goal of the program is to reinstate tax foreclosed properties to the tax roll or into public use. At the end of every budget year the tax foreclosed property revenues are totaled, operating expenses and pass-through payments are accounted for, and the balance of revenue is disbursed to Multnomah County taxing districts.

Oregon Revised Statutes (ORS) 275 details how counties are to manage & dispose of tax foreclosed properties. ORS 312 details the foreclosure process & responsibilities of the county including guidance on how the redemption period can be reduced when there is evidence of waste and abandonment. ORS 271 provides information concerning the transfer of foreclosed properties to non-profits & government agencies. ORS 98 details procedures concerning abandoned property & vehicles at foreclosed property. Multnomah County Code Chapter 7 specifically states how tax foreclosed properties are to be managed and the process to be used for disposition.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$143,333	\$0	\$149,432	\$0
Contractual Services	\$553,119	\$0	\$1,566,776	\$0
Materials & Supplies	\$45,890	\$0	\$81,543	\$0
Internal Services	\$15,712	\$0	\$18,691	\$0
Total GF/non-GF	\$758,054	\$0	\$1,816,442	\$0
Program Total:	\$758,054		\$1,816,442	
Program FTE	1.50	0.00	1.50	0.00

Program Revenues				
Fees, Permits & Charges	\$300	\$0	\$300	\$0
Taxes	\$16,700	\$0	\$9,660	\$0
Other / Miscellaneous	\$700,000	\$0	\$1,800,000	\$0
Interest	\$14,200	\$0	\$5,610	\$0
Total Revenue	\$731,200	\$0	\$1,815,570	\$0

Explanation of Revenues

The Program is financially self sustaining. Program revenues include contract principle estimated at \$9,660 and interest estimated \$5,610 from contracts and repurchases of tax foreclosed properties. Sales of Tax Foreclosed Properties (auction sales, repurchases, and private party sales) are estimated at \$1,800,000 for FY15. Fees of \$300 are for transfers of Tax Foreclosed properties and/or late fees on contract payments, and are charged in accordance with County Fee Ordinance. When program actual revenues exceed the program's operating costs, the excess is distributed to the taxing districts in Multnomah County, in accordance with ORS 275.275, and per formula provided in ORS 311.390.

Significant Program Changes

Last Year this program was: 72038 DART Tax Title

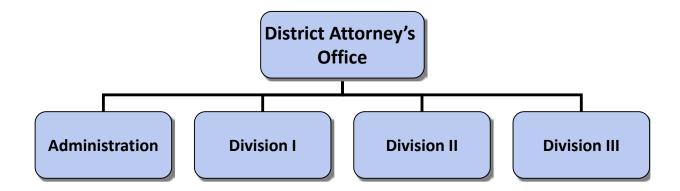
Transferred /Allocated .30 FTE of position #704343 from DART Special Programs (Program Offer #72030) to DART Tax Title Program for FY15 to reflect the portion of staff time expended in support of Tax Foreclosed property management, maintenance and disposition. Net increase of .30 FTE from FY14 to FY15 for this Program. Revenues from auction sales of tax foreclosed properties have increased significantly since FY13.

Department Overview

Prosecution services are the cornerstone of any effective public safety system. The District Attorney's Office reviews and prosecutes criminal cases referred by seven police agencies within the county. It also represents the State of Oregon in cases of juvenile dependency, delinquency, and on matters related to child support.

The Multnomah County District Attorney's Office is committed to the open and balanced administration of justice – one that honors and respects diversity in all of its forms – and works diligently to protect children and victims of crime and maintain timely and appropriate sanctions for offenders who engage in criminal activity. The District Attorney's Office operates under these guiding principles:

- To enforce the Rule of Law by providing fair, equitable, and unbiased prosecution services.
- To be responsive to the needs to our community by proactively working to resolve emerging crime issues through outreach and education.
- To provide effective services to victims of crime by educating them on their constitutional and statutory rights, providing compassionate guidance and support through legal processes, and communicating case outcomes.
- To be responsive to law enforcement partners by being flexible in addressing emerging trends in criminal activity and providing expert legal advice and guidance.
- To work collaboratively with criminal justice system partners to affect positive change by looking at and developing new and innovative programs, best practices, and leveraging technological advancements.
- To find ways at both the adult and juvenile levels to provide education and access to community services to reduce reentry into the criminal justice system.
- To provide the best and most cost effective child support services.



Budget Overview

The District Attorney's Office has a total budget of \$27.9 million, an increase of 2.8% or \$1.1 million more than FY 2014. Most of this increase is due to annual personnel increases. Additionally, the Multnomah County Prosecuting Attorneys Association agreed to successor labor contract in FY 2014 which included a 5.0% cost of living wage adjustment for all union members.

The General Fund budget is \$21.6 million, which is an increase of 3.1% or \$0.9 million over FY 2014. Most of this increase is due to annual personnel increases and the new labor contract.

A portion of the increase is \$216,529 of one-time-only General Fund for the following programs:

- Server Virtualization NetApp (15002B) \$75,000 funding to purchase a virtualization device for severs. The server virtualization will reduce the time associated with emergency restoration of the Document Management System and allow for the consolidation of servers.
- Service Coordination Team Deputy District Attorney (15018B) \$141,529 funding allows MCDA to continue participation in Service Coordination/
 Drug Impact Area programs, working in the areas of prevention, intervention, treatment, housing, and reentry for drug-affected individuals. This program was previously funded by the City of Portland.

In addition, the General Fund backfilled the Restituiton Recovery Program (15005B) \$148,549.

Funding from other funds is flat year over year. The FY 2015 budget full time equivalents (FTE) are increased by 5.50 year over year.

Budget Trends *		FY 2014	FY 2014	FY 2015	
	FY 2013	Current	Adopted	Adopted	
	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	192.70	194.50	194.50	200.00	5.50
Personnel Services	\$21,232,085	\$22,491,902	\$22,434,327	\$23,641,937	\$1,207,610
Contractual Services	981,320	1,078,586	987,656	1,014,818	27,162
Materials & Supplies	3,049,553	3,387,146	3,375,168	3,234,470	(140,698)
Capital Outlay	<u>16,573</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Costs	\$25,279,531	\$26,957,634	\$26,797,151	\$27,891,225	\$1,094,074

^{*}Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

Successes:

As with years past, our community continues to experience high levels of gun and gang violence, property crime, drug manufacturing and distribution, and other criminal activity. The District Attorney's Office continues to do a tremendous job of holding the most dangerous offenders accountable while using resources as efficiently and effectively as possible. For nearly a decade, budgetary pressures have forced the District Attorney's Office to think critically about ways to keep our community safe with limited resources. But for the first time in recent memory, the District Attorney's Office has formulated an existing service level budget. With the budgetary pressure beginning to ease, we are eager to build upon the things we have learned about doing business more effectively. As the largest district attorney's office in the State of Oregon, representing Oregon's most populous county, we are eager to partner with public safety officials in working to enact public safety policies and laws which increase efficiency and effectiveness systemwide.

Here are some highlights from Fiscal Year 2013:

- The office issued more than 20,000 criminal cases, nearly 5,000 felonies and over 15,000 misdemeanors.
- The office formed the Human Trafficking Team, comprised of experts in the areas of prostitution, domestic violence, gang activity and violence, and weapons violence. With this multidisciplinary expertise, the members of this team are able to effectively prosecute some of the most complex and challenging cases seen by our prosecutors.
- The Restitution Recovery Program contacted over 1,600 victims to identify financial losses associated with criminal activity, identifying nearly \$9,000,000 in losses eligible for court-ordered restitution.
- Continuing a history of success, the Child Support Enforcement Division collected over \$30,000,000 in child support, all of which went to helping households in Multnomah County.

Challenges:

One of the most significant challenges facing this office is the ever-changing framework of policies and laws within which we operate. For example, significant legal precedents, such as those established in State v. Fuller and State v. Benoit, have changed the landscape of misdemeanor prosecution. Likewise, HB 3194, passed in the 2013 legislative session, has changed Oregon sentencing laws. In addition to requiring flexibility in making operational changes, this office has a vested interest in participating in discussions about policy and law changes. As the largest district attorney's office in the state, we make every effort to lend our expertise to system partners participating in those discussions.

Diversity and Equity

The District Attorney's Office is fully committed to workplace diversity and equity, with the goal of providing outstanding service to the many different people and populations within Multnomah County. It is the policy of the District Attorney that all staff and attorneys maintain the highest ethical and professional standards, and that includes acting with regard for the ways in which the justice system impacts different populations. One example of that effort can be seen in our Victims Assistance Program. Our Victims Advocates work hard to eliminate the cultural barriers that can prevent victims from taking advantage of their legal rights and criminal justice processes. That includes being mindful of cultural sensitivities, producing resource-based documents in many different languages, using interpreters and translation services, and partnering with social-service agencies.

In January of 2013, the District Attorney's Office established the Equity, Dignity, and Opportunity Council: Now and For the Future (EDOC) in an effort to renew and rejuvenate its commitment to work in the areas of diversity and equity. Over the course of the last year, the EDOC made training on Multnomah County's Equity and Empowerment Lens available to all members of the District Attorney's Office. In the coming months, the EDOC will deliver a training series on working with victims of trauma and vicarious trauma.

Budget by Division

Division Name	FY 2015 General Fund	Other Funds	Total Division Cost	Total FTE
Administration	\$5,521,623	\$828,308	\$6,349,931	41.50
Division I	4,517,240	4,676,091	9,193,331	65.00
Division II	6,207,146	600,657	6,807,803	52.50
Division III	5,372,195	<u>167,965</u>	5,540,160	<u>41.00</u>
Total District Attorney's Office	\$21,618,204	\$6,273,021	\$27,891,225	200.00

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Administration

The administrative branch sets policy and provides leadership, coordination, resource allocation, and direction for the Office. It also sets policy and provides direction related to work with local law enforcement, social service agencies, local businesses, and the public. Administration includes:

- Administrative Services Provides office management functions, sets office policy, and ensures compliance with rules and laws.
- Human Resources Manages recruitment, payroll, the HR module in SAP, and benefits administration.
- Information Technology Supports desktop computer systems, software applications, and servers; maintains the Document Management System and the Juvenile/Adult CRIMES case management systems; and provides data analysis.
- Finance Manages all accounts payable/receivable, general ledger, petty cash, travel and training arrangements, fiscal reporting, budget preparation, grant reporting/monitoring, purchasing, and contracts
- Records/Discovery Fulfills the Office's statutory responsibility to provide case specific discovery documents, and provides file storage and retrieval.
- Victims Assistance Assists victims of crime with crisis response, advocacy, court preparation and accompaniment, referral to services, and assistance with obtaining restitution orders from the court.

Significant Changes

Administration is increased by 1.00 FTE Deputy District Attorney III with the addition of the Prevention, Intervention, and Reentry Program Coordinator (15001B). This position is funded by HB3194 revenue from the State of Oregon.

Administration lost State of Oregon funding for 2.50 FTE in the Restitution Recovery Program in FY 2014. For FY 2015, County General Fund backfill has restored 1.50 FTE in that program (15005B)

Administration is increased by 0.50 FTE with the addition of an Office Assistant 1 in Records/Discovery (15004). This change was made within existing resources.

Administration was granted \$75,000 in one-time-only funding to be used by Information Technology (15002B) for a technology infrastructure upgrade.

Division I

Division I is comprised of four of the six units which, prior to FY 2014, were known as the Community and Family Justice Division: the Domestic Violence Unit, the MDT Child Abuse Unit, Juvenile, and Child Support Enforcement (SED). Consistent with the historical efforts, Division I works to strengthen services for children and families in Multnomah County.

- Domestic Violence Unit Reviews and prosecutes domestic violence cases including misdemeanors, felonies, homicides, and violation of restraining orders.
- MDT Child Abuse Unit Reviews and prosecutes cases involving the physical and/or sexual abuse of children and intervenes to protect abused or neglected children in Dependency Court.
- Juvenile Prosecutes juveniles who have committed crimes ranging from misdemeanors to homicides, intervenes to protect abused or neglected children in Dependency Court, and frees children for adoption.
- Child Support Enforcement Establishes and enforces child support and medical orders.

Significant Changes

Division I was increased by 2.00 FTE Support Enforcement Agents in the Child Support Enforcement Division (15010B) to handle the influx of 2,200 support enforcement cases that were inadvertently assigned to the Oregon Department of Justice. The influx increases the overall caseload by 32%. The Support Enforcement positions are funded based on a two thirds federal match, meaning that the General Fund contribution to support these positions is only one third funded with the General Fund.

The Mental Health Deputy District Attorney and the Prostitution Deputy District Attorney were moved from Division II to Division I in Fiscal Year 2014.

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Division II

Division II is comprised of two of the six units formerly known as the Community and Family Justice Division and two formerly of the Felony Court Division: the Misdemeanor Prosecution Unit, the Neighborhood Unit, Unit C/ Gangs, and Investigations.

- Misdemeanor Prosecution Unit/Intake Reviews and prosecutes misdemeanor crimes, traffic crimes, and city ordinance violations, including in Community Court, the venue for prosecuting communityrelated, non-violent, and quality of life crimes.
- Neighborhood Unit Works closely with community groups, neighborhood associations, business groups and local law enforcement to identify emerging criminal activity and develop and implement strategies to prevent crime.
- Unit C/Gangs Prosecutes a variety of very serious and mid-level felony crimes including: homicide, robbery, weapons offenses, gang crimes, vehicular homicide and assault, arson, residential burglary and felony animal abuse.
- Investigations In partnership with the Multnomah County Sheriff's
 Office, the Portland Police Bureau, and the Gresham Police Department,
 provides investigation services for felony, misdemeanor, juvenile, and
 family crimes.

Significant Changes

Division II was increased by 0.50 FTE Deputy District Attorney III in Unit C/Gangs (15012) and 1.00 FTE Deputy District Attorney I in The Misdemeanor Trial Unit (15013). These additions were made using existing resources.

The Mental Health Deputy District Attorney and the Prostitution Deputy District Attorney were moved from Division II to Division I in Fiscal Year 2014.

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Division III

Division III is comprised of four of the six units which, prior to FY 2014, were known as the Felony Court Division: Unit A, Unit B, Unit D, and the Pretrial Unit.

- Unit A Prosecutes felony property and theft crimes including theft, forgery, identity theft, white collar crime, and theft targeting the elderly.
- Unit B Prosecutes felony drug and vice crimes including manufacturing, distribution, and possession of controlled substances.
- Unit D Prosecutes felony violent person crimes including aggravated assault, rape, kidnap, sex offenses, murder, compelling prostitution, and official misconduct.
- Pretrial Unit Represents and/or coordinates judicial appearances for the District Attorney's Office in post-conviction relief, felony arraignments, extradition, transport of material witnesses, expunctions, civil litigations, and administration of the Grand Jury.

Significant Changes

There are no significant changes for this division.

 $District\ Attorney's\ Office$ The following table shows the programs that make up the Office's total budget. The individual programs follow in numerical order.

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE			
Administration								
15000	Management Services	\$871,660	\$0	\$871,660	6.00			
15001A	Administrative Support Services	1,289,482	0	1,289,482	3.00			
15001B	Prevention, Intervention, and Reentry Program Coordinator	0	212,635	212,635	1.00			
15002A	Information Technology	1,656,322	0	1,656,322	6.00			
15002B	Server Virtualization - NetApp	75,000	0	75,000	0.00			
15003	Finance/Human Resources	493,205	0	493,205	5.00			
15004	Records/Discovery	641,060	0	641,060	8.00			
15005A	Victims Assistance Program	346,345	615,674	962,018	11.00			
15005B	Restitution Recovery Program	148,549	0	148,549	1.50			
Division I								
15006	Division I Administration	255,807	0	255,807	1.00			
15007	Juvenile Court Trial Unit	1,110,749	1,542,599	2,653,349	19.00			
15008	Domestic Violence Unit	1,508,490	55,427	1,563,917	12.00			
15009	MDT - Child Abuse Unit	987,654	829,585	1,817,239	7.00			
15010A	Child Support Enforcement	603,513	2,149,975	2,753,488	24.00			
15010B	SED - Support Enforcement Agents	51,027	98,504	149,531	2.00			
Division II								
15011	Division II Administration	370,619	0	370,619	2.00			
15012	Unit C/Gangs - Robbery, Weapons	1,763,102	32,977	1,796,079	11.50			
15013A	Misdemeanor Trial Unit, Intake, Community	2,753,272	0	2,753,272	27.00			
15014	Neighborhood DA Program	791,487	531,680	1,323,167	8.00			
15015	Investigations	528,665	36,000	564,665	4.00			

District Attorney's **Office**

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Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
Division III					
15016	Division III Administration	257,477	0	257,477	1.00
15017	Unit A - Property Crimes	1,735,422	75,225	1,810,646	14.00
15018A	Unit B - Drugs/Vice	968,531	92,740	1,061,271	8.00
15018B	Service Coordination Team Deputy District Attorney	141,529	0	141,529	1.00
15019	Unit D - Violent Person Crimes	1,139,754	0	1,139,754	7.00
15020	Pre-Trial Unit	<u>1,129,483</u>	0	<u>1,129,483</u>	<u>10.00</u>
	Total District Attorney	\$21,618,204	\$6,273,021	\$27,891,225	200.00



Program #15000 - Management Services

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:AdministrationProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The District Attorney and his senior management team provide the leadership, vision, policies and oversight that enable the office to operate each day in a manner consistent with the needs of citizens of Multnomah County.

Program Summary

The District Attorney and his senior provide leadership, public relations, policy direction, daily operations oversight, long and short range planning, and internal labor relations for the entire department. Managers work with other departments and state and federal agencies on committees and initiatives relating to the criminal justice system and other governmental endeavors. This unit includes two Administrative Secretaries that provide support for the District Attorney and other senior management.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Total number of all staff communications	52	52	52	52	
Outcome	Total number of cases resolved	16575	18500	18500	18500	

Performance Measures Descriptions

Output - The number of all staff communications

Outcome - The total number of cases resolved in the office during the fiscal year

Oregon Constitution: Article VII Section 17. Prosecuting Attorneys. There shall be elected by districts comprised of one, or more counties, a sufficient number of prosecuting attorneys, who shall be the law officers of the State, and of the counties within their respective districts, and shall perform such duties pertaining to the administration of Law, and general police as the Legislative Assembly may direct.

Oregon Revised Statute (ORS): 8.580. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies, and stenographic assistance as is necessary to perform efficiently the duties of such office.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$852,873	\$0	\$871,660	\$0
Total GF/non-GF	\$852,873	\$0	\$871,660	\$0
Program Total:	\$852,873		\$871	,660
Program FTE	6.00	0.00	6.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15000 Management Services



Program #15001A - Administrative Support Services

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:SupportProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Administrative Support Services program provides clerical support for the department's main reception desk and mail handling at the County Courthouse.

Program Summary

The Administrative Support Services program provides reception for the main District Attorney's Office at the County Courthouse and is the point of first contact for members of the public both in person and on the telephone. The staff provides general information about the responsibilities of the office and directs inquiries to the appropriate unit. The reception staff also processes all incoming and outgoing internal and external mail. The program also includes one clerical floater position that acts as a support and back-up function for the departments clerical staff. A number of contracted services, which are used by the entire department, are also a part of this program.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Witness subpoenas paid	2,694	3,200	2,800	2,800	
Outcome	Amount paid in witness fees	\$19706	\$24,000	\$20,000	\$20,000	

Performance Measures Descriptions

Output - The total number of witness subpoenas processed. Witnesses who receive a subpoena turn them in to the DA reception area after testifying in order to receive payment.

Outcome - The amount paid to witnesses who have turned in their subpoenas after testifying.

ORS 8.850 - Offices, supplies, and stenographic assistance for district attorneys and deputies. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies, and stenographic assistance as is necessary to perform efficiently the duties of such office. [1953 c.652 §3]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$226,776	\$0	\$342,927	\$0
Contractual Services	\$49,832	\$0	\$71,500	\$0
Materials & Supplies	\$137,202	\$0	\$167,048	\$0
Internal Services	\$680,943	\$0	\$708,007	\$0
Total GF/non-GF	\$1,094,753	\$0	\$1,289,482	\$0
Program Total:	\$1,094,753		\$1,28	9,482
Program FTE	3.00	0.00	3.00	0.00

Program Revenues					
Other / Miscellaneous	\$151,921	\$0	\$138,623	\$0	
Total Revenue	\$151,921	\$0	\$138,623	\$0	

Explanation of Revenues

\$138,623 in departmental indirect revenue.

Significant Program Changes

Last Year this program was: 15001 Administrative Support Services



Program #15001B - Prevention, Intervention, and Reentry Program Coordinator

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program offer permanently funds the Prevention, Intervention, Reentry Program Coordinator (PIRPC), a position currently being piloted by the Multnomah County District Attorney's Office. The PIRPC oversees the effectiveness and outcomes of Multnomah County's specialty courts and works with systems partners to reduce recidivism and find alternatives to jail and prison.

Program Summary

A number of specialty courts, including Mental Health Court, START Court, Drug Court, DUII Intensive Supervision Program, Domestic Violence Deferred Sentencing Program, and Community Court (including Bud Clark Commons), currently operate in Multnomah County. The PRIPC's mission is to identify gaps in efficiencies and improve utilization of these specialty courts by working with partner agencies to establish processes which assist offenders and provide a continuum of validated community-based programs that reduce recidivism and decrease jail/prison usage, while protecting public safety and holding offenders accountable.

Continuously evaluating the utilization and effectiveness of Multnomah County's specialty courts is necessary to maximize system-wide efficiency and reduce criminal conduct. By profiling the innovative aspects of each specialty court, along with the challenges each program faces, the PIRPC will continue to examine the strengths and weaknesses of individual specialty courts and offer recommendations for future improvement. Additionally, the PIRPC will continue conversations with Multnomah County judges to discuss the next steps in Specialty Courts analysis using program data. The PIRPC will also continue working with agency partners to examine the process and progress of specialty dockets, such as the new Veteran's Docket and the expedited probation violation docket.

The PIRPC will continue to team with the Criminal Justice Commission to explore the re-design of a Risk Assessment Actuarial tool for consideration of use by Multnomah County and other Oregon counties as part of the criminal case process. This will assist in determining proper offender placement into our specialty courts based, at least in part, on evidence-based risk to recidivate.

The PIRPC will also continue or begin participation in groups such as Justice Reinvestment Workgroup, Re-Entry Council, Emergency Population Release Subcommittee, Metro Regional Implementation Council, and other local work-groups to discuss effective programming, jail/prison usage, victim input/impact considerations, and recidivism.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output		0	0	0	0			
Outcome		0	0	0	0			

Performance Measures Descriptions

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$0	\$197,469
Internal Services	\$0	\$0	\$0	\$15,166
Total GF/non-GF	\$0	\$0	\$0	\$212,635
Program Total:	\$0		\$212	2,635
Program FTE	0.00	0.00	0.00	1.00

Program Revenues					
Indirect for Dept. Admin	\$0	\$0	\$10,545	\$0	
Intergovernmental	\$0	\$0	\$0	\$212,634	
Total Revenue	\$0	\$0	\$10,545	\$212,634	

Explanation of Revenues

\$212,634 in revenue from the State of Oregon HB 3194.

Significant Program Changes

Last Year this program was:



Program #15002A - Information Technology

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The District Attorney's Information Technology Unit provides rapid and economical computer desktop support, as well as all computer software, servers, peripherals and network support. The unit is responsible for the operation and maintenance of the DA's document management system, Alfresco, and the DA's principal case tracking systems, CRIMES Juvenile and CRIMES Adult; it is also responsible for the collection and preparation of the Office's statistical data for public consumption.

Program Summary

The IT Unit is primarily responsible for the acquisition, deployment, maintenance, monitoring, development, upgrade and support of all DA IT systems, including servers, PC's, operating systems, hardware, software and peripherals. This includes, but is not limited to: case tracking systems for adult and juvenile components; document management and imaging systems; web services for intranet and internet publishing; database administration; data exchanges with external law enforcement agencies; report generation; data storage, retention, backup and restoration; file and print services; email services; mobile access and mobile device services; email spam filtering; document repository services; and desktop support services.

This program allows the District Attorney to fulfill a legal responsibility under Oregon state law to maintain a register of official business, in which the District Attorney make a note of every action, suit or proceeding commenced or defended by the District Attorney in official capacity, and the proceedings therein.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Help Desk calls	6040	5000	6000	6000	
Outcome	Average number of minutes to resolve each ticket	14	15	14	15	

Performance Measures Descriptions

Output - The number of calls coming through the DA help desk.

Outcome - The average number of minutes taken to resolve each help desk ticket.

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the District Attorney make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein. The register shall, at the expiration of the term of office of the district attorney, be delivered by the district attorney to the successor in office.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$752,749	\$0	\$779,437	\$0
Contractual Services	\$56,667	\$0	\$50,000	\$0
Materials & Supplies	\$372,779	\$0	\$350,000	\$0
Internal Services	\$541,299	\$0	\$476,885	\$0
Total GF/non-GF	\$1,723,494	\$0	\$1,656,322	\$0
Program Total:	\$1,723,494		\$1,65	6,322
Program FTE	6.00	0.00	6.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15002A Information Technology



Program #15002B - Server Virtualization - NetApp

Program Contact: Adam Brown 7/7/2014

District Attorney Department:

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: One-Time-Only Request

Executive Summary

This one time only funding will allow MCDA to purchase a virtualization device for severs maintained by its internal Information Services Unit. The server virtualization will reduce the time associated with emergency restoration of the Document Management System and allow for the consolidation of servers.

Program Summary

In 2009, MCDA acquired its own automated document management system (DMS), integrating this with its case tracking systems. In a matter of a few years, this repository has come to contain 10 million document images, consuming network storage space of 10 terabytes (data from all other MCDA applications requires about 1 terabyte). The growth of DMS has required network storage space that is presenting trouble for MCDA's data backups and recovery.

Outside of daily, incremental backups, the DMS data file has become so large that a full weekly backup requires the data first to be transferred to disc (SAN), followed by a second transfer to tape. This permits the document management system to continue production operations, otherwise having to be off-line for these extended periods. This is an arduous, timeconsuming and risky process, which points to the crux of the problem at hand. In the event of fatal error in DMS operations, a data restoration (movement of data from storage to production) would currently entail 55 hours - - over 2 days where the DMS and all electronic trial-case documentation would be off-line and unavailable to users and integrated applications.

Server Virtualizaion, a technology that's been successfully implemented for nearly a decade, is a logical solution to this problem. In simple terms, virtualization is the process of separating the software layer of a computer or server from its hardware layer, while a new layer placed between the two functions as mediator. The ingenuity of this design allows for vastly increased resource sharing, presenting practically no wasted or unused storage while easily permitting for later expansion.

MCDA's proposed acquisition of a virtualization device would have remarkable consequences in two significant ways: 1) an emergency restoration of its DMS data would drop precipitously from 55 hours to a few minutes; and 2) the number of servers MCDA operates (30) could conceivably be halved in short order, reducing its capital investment in technology and related operational costs. It should be noted that MCSO has been operating a successful NetApp installation for some years while DCA continues with its robust virtualization scheme.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output		0	0	0	0		
Outcome		0	0	0	0		

Performance Measures Descriptions

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Materials & Supplies	\$0	\$0	\$75,000	\$0
Total GF/non-GF	\$0	\$0	\$75,000	\$0
Program Total:	\$0		\$75	000
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:



Program #15003 - Finance/Human Resources

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program provides all support related to finance, including purchasing, travel & training, budget preparation, fiscal reports, and grant reporting and monitoring. It also carries out all human resources functions, including payroll, HR maintenance for SAP, and recruitment.

Program Summary

This program provides office wide support for finance and human resources functions. The program provides all accounts payable, accounts receivable, general ledger, petty cash accounts, travel & training, fiscal reporting, budget preparation, grant reporting and monitoring, purchasing, inventory, and contracts. It also carries out recruitment, payroll, position control, HR maintenance and other human resources functions for the entire District Attorney's Office. This program allows the District Attorney to fulfill all legal responsibility under state law to maintain a register of official business, in which the District Attorney make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein.

This program contributes to the County's Climate Action Plan by purchasing "green" products and supplies for the entire office and by working to reduce paper usage throughout the office. The Office uses 100% recycled paper products.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Total number of payments made to vendors	4480	4900	4500	4500			
Outcome	Total number of payments to vendors made within 30 days	4000	4900	4500	4500			
Outcome	Percentage of payments to vendors made within 30 days	89%	92%	90%	90%			
Output	Total number of applications screened	894	650	800	800			

Performance Measures Descriptions

Output - Total number payments made to vendors.

Outcome - Total number of vendors paid within 30 days.

Outcome - Percentage of vendors paid within 30 days.

Output - Total number of applications screened.

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the district attorney shall make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein. The register shall, at the expiration of the term of office of the district attorney, be delivered by the District Attorney to the successor in office.

ORS 8.850 - Offices, supplies and stenographic assistance for district attorneys and deputies. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies and stenographic assistance as is necessary to perform efficiently the duties of such office.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$505,609	\$0	\$481,216	\$0
Contractual Services	\$5,000	\$0	\$5,000	\$0
Materials & Supplies	\$2,973	\$0	\$3,000	\$0
Internal Services	\$4,005	\$0	\$3,989	\$0
Total GF/non-GF	\$517,587	\$0	\$493,205	\$0
Program Total:	\$517,587		\$493	3,205
Program FTE	5.50	0.00	5.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15003 Finance/Human Resources



Program #15004 - Records/Discovery

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:SupportProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The discovery component of this program supports the entire office by processing discovery requests from defense counsel and defendants. The records component supports the entire office by maintaining physical files and records on open and recently closed felony and misdemeanor cases, and docketing court appearances.

Program Summary

The Discovery/Records program fulfills the offices statutory responsibility to provide case specific discovery documents such as police reports to the public and private defense attorney's. The program also provides file storage and retrieval for the entire District Attorney's Office, maintaining approximately 34,000 closed and open case files at any given time.

This program produces general fund revenue of \$275,000 to \$340,000 each year.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Total number of discovery packets created	20438	19000	20000	20000		
Outcome	Total discovery revenue	\$399790	\$30000	\$375000	\$375000		

Performance Measures Descriptions

Output - Total number of discovery packets created. Outcomes - Total revenue from the sale of discovery.

ORS 8.850 - Offices, supplies, and stenographic assistance for district attorneys and deputies. Each county shall provide the district attorney and any deputies for such county with such office space, facilities, supplies, and stenographic assistance as is necessary to perform efficiently the duties of such office. [1953 c.652 §3]

ORS 8.700 - Register to be kept. The district attorney must keep a register of official business, in which the district attorney shall make a note of every action, suit or proceeding commenced or defended by the district attorney in official capacity, and the proceedings therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$462,658	\$0	\$518,185	\$0
Contractual Services	\$9,100	\$0	\$10,000	\$0
Materials & Supplies	\$26,381	\$0	\$21,500	\$0
Internal Services	\$134,133	\$0	\$91,375	\$0
Total GF/non-GF	\$632,272	\$0	\$641,060	\$0
Program Total:	\$632,272		\$641	,060
Program FTE	7.00	0.00	8.00	0.00

Program Revenues					
Service Charges	\$300,000	\$0	\$350,000	\$0	
Total Revenue	\$300,000	\$0	\$350,000	\$0	

Explanation of Revenues

\$350,000 in discovery revenue to the County General Fund.

Significant Program Changes

Last Year this program was: 15004 Records/Discovery



Program #15005A - Victims Assistance Program

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The primary goal of the Victim Assistance Program is to make the criminal justice system more responsive to individual citizens, particularly to victims of crime. The District Attorney's Office continuously works to ensure for crime victims a meaningful role in the criminal and juvenile justice system, while affording them due dignity and respect. To this end, it is the philosophy of the office that every effort be made to maximize victim involvement at every possible stage of a criminal case. The office is committed to full implementation of Victims Rights as embodied in Oregon law.

Program Summary

Victim Advocates will work directly with crime victims to explain the criminal justice system, including what rights are available to them; provide court accompaniment; offer referral information to appropriate community services and guide victims through the prosecution process.

The program also provides 24-hour on-call response to victims of sexual assault. We carry out this effort with a team of paid staff and over 40 volunteers. This immediate crisis intervention service is then followed by ongoing support and advocacy throughout the investigation and prosecution of the case.

Currently there is an enhanced focus on improving all aspects of obtaining restitution for victims of crime. As a result of this focus impressive improvements have been made, and other possibilities for improvement are being studied.

All victims of crimes being prosecuted by the District Attorney's Office receive: information about their rights as victims; opportunity to submit information about their losses for restitution; and notification letters on the case status and disposition.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of cases assigned to victims advocates	2009	1950	1950	1950		
Outcome	Number of court appearances	1140	1375	1300	1350		
Outcome	Number of referrals made	10408	11200	11000	11000		

Performance Measures Descriptions

Output - The number of cases which were assigned a victims advocate for the assistance of the crime victim.

Outcome - The number of court appearances attended to aupport the victim.

Outcome - The number of referral services provided to victims.

Article I Section 42 Oregon Constitution - Rights of Victims in criminal prosecutions and juvenile delinquency proceedings. ORS 147.405, ORS 147.410, ORS 147.417 - Victim to be notified of constitutional rights. ORS 147.22 - Disbursement of moneys to be used for comprehensive victim's assistance programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$299,358	\$592,728	\$314,800	\$614,438
Contractual Services	\$1,000	\$0	\$1,000	\$0
Materials & Supplies	\$3,322	\$1,780	\$5,402	\$1,236
Internal Services	\$25,662	\$0	\$25,143	\$0
Total GF/non-GF	\$329,342	\$594,508	\$346,345	\$615,674
Program Total:	\$923,850		\$962	,018
Program FTE	3.74	6.76	3.81	7.19

Program Revenues					
Intergovernmental	\$4,308	\$592,958	\$0	\$614,674	
Beginning Working Capital	\$0	\$1,550	\$0	\$1,000	
Total Revenue	\$4,308	\$594,508	\$0	\$615,674	

Explanation of Revenues

\$1,000 in restitution revenue \$442,934 in Unitary Assessment (UA) funding \$171,737 in Victims of Crime Act (VOCA) funding

Significant Program Changes

Last Year this program was: 15005A Victims Assistance Program

This program has been increased by 0.50 FTE with the addition of a half-time Victim Advocate assigned to the Juvenile Division.



Program #15005B - Restitution Recovery Program

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

The Restitution Recovery Program (RRP) upholds the rights of crime victims as embodied in Oregon law by investigating the economic loss to victims and ensuring that such losses are accurately and properly presented to the court. The Program assists Deputy District Attorneys in determining the legal sufficiency requirements for court-ordered restitution, and works with community partners to improve the prompt payment of restitution to victims of crime in Multnomah County.

Program Summary

Since the Restitution Recovery Program (RRP) was established in late 2011, this office has improved efforts to include the right to restitution as a priority by implementation uniform standards across trial units, checkpoints throughout the case lifecycle, and statistical gathering mechanisms. These practices ensure that all victims will have the opportunity to request restitution and assert their rights under Oregon law. Because loss amounts are fully investigated early in the life of the case, the program has increased efficiency across the court system by eliminating or sharply reducing the number of costly restitution-related court set overs.

This program has also allowed for system-wide improvements in enforcing court-ordered restitution by improving communication, collaboration, and education among system partners. For example, this program worked to establish a restitution package which the court can now order at sentencing or probation violation hearings. The package provides direction to defendants by allowing for the establishment of clear and appropriate terms of payment.

Since the projects inception, the Multnomah County District Attorney's Office has more than doubled the rate of victim contact on cases where restitution is at issue. In calendar year 2013, the RRP assisted nearly 3,000 victims seeking to collect restitution, resulting in the identification of over \$7,000,000 in restitution-eligible losses.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of victims contacted in an effort to document losses	1,620	3,000	2,500	2,500			
Outcome	Amount of money requested by victims seeking court- ordered restitution	\$8,890,000	\$7,000,000	\$7,000,000	\$5,500,000			

Performance Measures Descriptions

Output - The number victims contacted in an effort to document losses associated with criminal activity.

Outcome - The percentage increase in number of victims contacted over the number prior to starting pilot project.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$197,463	\$148,549	\$0
Internal Services	\$0	\$14,138	\$0	\$0
Total GF/non-GF	\$0	\$211,601	\$148,549	\$0
Program Total:	\$211,601		\$148	3,549
Program FTE	0.00	2.50	1.50	0.00

Program Revenues					
Indirect for Dept. Admin	\$9,873	\$0	\$0	\$0	
Intergovernmental	\$0	\$211,601	\$0	\$0	
Total Revenue	\$9,873	\$211,601	\$0	\$0	

Explanation of Revenues

Significant Program Changes

Last Year this program was: <u>15005C Victims Assistance - Restitution</u>

This program has been reduced by 1.00 FTE with the elimination of one Legal Assistant I.



Program #15006 - Division I Administration

7/7/2014

Department: District Attorney Program Contact: Adam Brown

Program Offer Type: Existing Operating Program

Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program offer funds a Chief Deputy District Attorney who provides leadership, policy direction, long and short range planning, and daily operational oversight for Division I.

Program Summary

The Chief Deputy District Attorney of Division I is a member of senior level management with specific division level responsibilities. The Chief Deputy has direct and daily oversight responsibility over the Domestic Violence trial unit, Juvenile trial unit, Multidisciplinary Team and Child Abuse trial unit, and Support Enforcement Division.

The Chief Deputy provides leadership, policy direction, long and short range planning and daily operational oversight.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output		0	0	0	0	
Outcome		0	0	0	0	

Performance Measures Descriptions

ORS 8.760 - Deputies may be authorized and paid by county. The county court or board of county commissioners may empower the district attorney to appoint one or more deputy district attorneys whose compensation shall be fixed by the county court or board of county commissioners and paid out of the county funds in the same manner as county officers are paid. [Amended by 1961 c.586 §4]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$258,778	\$0	\$248,006	\$0
Contractual Services	\$6,500	\$0	\$2,000	\$0
Materials & Supplies	\$5,295	\$0	\$5,801	\$0
Internal Services	\$25	\$0	\$0	\$0
Total GF/non-GF	\$270,598	\$0	\$255,807	\$0
Program Total:	\$270,598		\$255	5,807
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15011 Division I Administration



Program #15007 - Juvenile Court Trial Unit

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Juvenile Court Trial Unit prosecutes juvenile crimes ranging from misdemeanors to homicides. It has three primary functions: delinquency: prosecuting juveniles who have committed criminal offenses; dependency: litigating child protection cases in Juvenile Court; and termination of parental rights: litigating cases where the abuse or neglect of a child has reached such a level that effort must be made to free the child for adoption.

Program Summary

The delinquency function involves the prosecution of juveniles who have committed non-Ballot Measure 11 crimes. This includes cases ranging from misdemeanors to felonies. The unit works closely with the Department of Juvenile Community Justice (DCJ) in developing appropriate sanctions aimed at accountability, community protection and reformation.

The dependency function involves working closely with the State Department of Human Services (DHS) and other agencies to protect children who come to the attention of authorities as a result of abuse or neglect. Deputy District Attorneys are responsible for litigating child protection cases (dependency cases) in Juvenile Court and for working with DHS and other agencies and partners to fashion plans which will provide protection for the child and opportunities for the parents to mitigate the dangers which brought the child to the attention of the court in the first place. All efforts are made to keep the family unit intact however when those efforts are exhausted the Termination of Parental Rights section, works in close collaboration with the State Department of Human Services to free these children for adoption. Services provided to law enforcement, juvenile courts, DCJ and DHS include filing petitions for delinquency, dependency or termination of parental rights, meeting with victims and witnesses, seeking restitution on behalf of victims, coordinating with juvenile court counselors, DCJ and DHS and trying cases in court.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of dependency cases	463	550	500	550			
Outcome	Number of children protected on dependency cases	579	600	575	575			
Outcome	Number of children freed for adoption on TPR cases	129	120	125	125			

Performance Measures Descriptions

Output - The number of new and reopened dependency cases.

Outcome - The number of children protected as a result of work on dependency cases.

Outcome - The number of children freed for adoption on TPR case. (This is a newly added measure)

Juvenile Trial Court/Termination of Parental Rights: 8.685 Assisting juvenile court; right to appear. (1) The District Attorney shall, upon request of the juvenile court, appear in the juvenile court to assist the court in any matter within its jurisdiction. (2) In counties having a population of more than 150,000, according to the latest federal decennial census, the district attorney shall designate a deputy to assist the juvenile court as provided in subsection (1) of this section. (3) The District Attorney is entitled to appear on behalf of the state in the juvenile court in any matter within the jurisdiction of the court. [1959 c.432 §63 (enacted in lieu of 8.750); 1991 c.681 §4.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,021,315	\$1,421,078	\$979,167	\$1,522,599
Contractual Services	\$11,500	\$20,000	\$9,500	\$20,000
Materials & Supplies	\$23,268	\$0	\$23,833	\$0
Internal Services	\$108,768	\$0	\$98,249	\$0
Total GF/non-GF	\$1,164,851	\$1,441,078	\$1,110,749	\$1,542,599
Program Total:	\$2,605,929		\$2,65	3,349
Program FTE	8.40	10.60	7.68	11.32

Program Revenues				
Intergovernmental	\$0	\$1,441,078	\$0	\$1,542,599
Total Revenue	\$0	\$1,441,078	\$0	\$1,542,599

Explanation of Revenues

\$285,703 in revenue from the State of Oregon for the Juvenile Dependency program.

\$1,256,900 in revenue from the State of Oregon for the Termination of Parental Rights program.

Significant Program Changes

Last Year this program was: 15012 Juvenile Court Trial Unit

The terms of the Juvenile Dependency agreement were renegotiated with the State of Oregon, resulting in an anticipated \$100,000 in additional revenue for this program.



Program #15008 - Domestic Violence Unit

7/7/2014

District Attorney Program Contact: Adam Brown **Department: Existing Operating Program**

Program Offer Type:

Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Domestic Violence program screens and prosecutes domestic violence cases including misdemeanors, felonies, homicides, and restraining order violations. It provides outreach and access to support services to all domestic violence victims with special emphasis on victims from under-served populations.

Program Summary

The Domestic Violence program screens and prosecutes domestic violence cases including misdemeanors, felonies, homicides, and restraining order violations. In conjunction with the Victims Assistance program, it provides outreach and access to support services to all victims of domestic violence with a special emphasis on victims from under-served populations. Working in collaboration with state and local law enforcement, Community Justice and a variety of local nonprofit domestic violence organizations and shelters, the program includes a six month deferred prosecution program with individualized treatment plans closely monitored by probation officers. Support includes specialized services; personal contact by a victim advocate, information resources and referrals for social services, coordination with social service agencies, accompaniment to court proceedings, and notification of rights and remedies and assistance in exercising those rights. This program provides a specialized emphasis on prosecution of elder abuse cases in Multnomah County.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Cases issued	1403	1300	1350	1300		
Outcome	Cases resolved	1188	1200	1150	1200		
Input	Cases submitted to this unit	3149	3000	3100	3100		

Performance Measures Descriptions

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases submitted to this unit.

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistr

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,344,937	\$73,488	\$1,465,173	\$52,788
Contractual Services	\$21,000	\$0	\$21,000	\$0
Materials & Supplies	\$13,318	\$0	\$14,113	\$0
Internal Services	\$7,725	\$5,262	\$8,204	\$2,639
Total GF/non-GF	\$1,386,980	\$78,750	\$1,508,490	\$55,427
Program Total:	\$1,465,730		\$1,56	3,917
Program FTE	10.99	0.51	11.62	0.38

Program Revenues					
Indirect for Dept. Admin	\$3,675	\$0	\$1,835	\$0	
Intergovernmental	\$0	\$78,750	\$0	\$55,427	
Total Revenue	\$3,675	\$78,750	\$1,835	\$55,427	

Explanation of Revenues

\$55,427 in revenue from the State of Oregon for Child Abuse Multidisciplinary Intervention (CAMI).

Significant Program Changes

Last Year this program was: 15013 Domestic Violence Unit

The Mental Health Deputy District Attorney and the Prostitution Deputy District Attorney became a part of the Domestic Violence Unit in Fiscal Year 2014. Revenue increase of \$55,427 from the State of Oregon for Child Abuse Multidisciplinary Intervention (CAMI). CAMI revenue increase funds a portion of the Prostitution Deputy District Attorney's position.



Program #15009 - MDT - Child Abuse Unit

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This group of Deputy District Attorneys and staff, known as Multidisciplinary Child Abuse Team (MDT), are part of a larger team made up of representatives from law enforcement, public schools, hospitals, courts, health departments, the Oregon Department of Human Services (DHS), and the Oregon Department of Employment Child Care Division. The team provides services to child victims, minimizes the number of victim interviews, prevents abuse of other potential victims, and increases the effectiveness of prosecution of both criminal and dependency cases.

Program Summary

The MDT/Child Abuse Team has three primary functions: (1) Prosecute felony crimes involving child victims including homicide, physical abuse, abandonment and neglect; prosecute sexual exploitation and sexual assault of children where the perpetrator is considered family by blood relationship, any relationship through marriage, family relationships created by practice, e.g., live-in boyfriends or girlfriends of a parent, or by a relationship established through the courts, e.g., foster parents foster siblings and legal guardians. (2) Protect children though litigating dependency cases in juvenile court; and (3) Coordinate child protection efforts and policy with community partners to make and keep children safe. The team also provides a forum for discussion and resolution of inter-agency issues, assists in training with agencies involved in child abuse, participates in policy meetings regarding child abuse and neglect, prepares and updates the protocols for the team, and advises the team on child abuse legal issues.

Located at the Gateway Children's Center campus, these Deputy District Attorneys are co-housed with the Child Abuse Hotline and a specialized police unit comprised of police detectives from the Portland Police Bureau and the Gresham Police Department. This program prosecutes some of the most troubling homicides and serious felony sexual and physical assaults against children in the county. This team reviews all fatalities which involve a child under the age of 18 years. Deputy District Attorneys also work with the Oregon Department of Human Services (DHS) and other agencies to protect children who are abused and neglected. Deputy District Attorneys are responsible for litigating the most high risk/high lethality child protection cases (dependency cases) in Juvenile Court and for working with DHS and other agencies and partners to fashion plans which will provide protection for the child and opportunities for the parents to mitigate the dangers which brought the child to the attention of the court in the first place. This program also coordinates the distribution Child Abuse Multidisciplinary intervention (C.A.M.I) funds, which are generated from unitary assessment funds from the state, to a variety of local partners on an annual basis for projects associated with child abuse intervention.

Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer
Output	The number of dependency cases	70	60	60	60
Outcome	The number of children protected	117	85	100	100
Output	Felony cases issued	87	60	75	75
Input	Felony cases reviewed	222	215	215	215

Performance Measures Descriptions

Output - The number of new or reopened dependency cases.

Outcome - The number of children protected on dependency cases.

Output - The number of felony cases for which a felony charging document was issued by this unit.

Input - Total number of cases submitted for review.

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$822,940	\$170,920	\$879,888	\$172,888
Contractual Services	\$22,000	\$542,992	\$22,000	\$594,553
Materials & Supplies	\$9,578	\$13,405	\$11,405	\$22,579
Internal Services	\$65,065	\$36,366	\$74,361	\$39,565
Total GF/non-GF	\$919,583	\$763,683	\$987,654	\$829,585
Program Total:	\$1,683,266		\$1,81	7,239
Program FTE	5.00	2.00	5.00	2.00

Program Revenues				
Indirect for Dept. Admin	\$25,395	\$0	\$27,510	\$0
Intergovernmental	\$0	\$763,683	\$0	\$829,585
Total Revenue	\$25,395	\$763,683	\$27,510	\$829,585

Explanation of Revenues

\$829,585 in revenue from the State of Oregon for Child Abuse Multidisciplinary Intervention.

Significant Program Changes

Last Year this program was: 15014A MDT - Child Abuse Unit

Revenue increase of \$65,902 from the State of Oregon for Child Abuse Multidisciplinary Intervention, spread among system partners through the District Attorney's Office.



Program #15010A - Child Support Enforcement

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Multnomah County District Attorney's Support Enforcement Division (SED) establishes, modifies and enforces paternity, child support and medical support orders for the families of Multnomah County as part of The Oregon Child Support Program (OCSP) by working with both parents to provide the financial and emotional support their children need to grow and thrive. OCSP delegates the authority of non-public assistance cases to county district attorney's offices.

Program Summary

The Child Support Enforcement (CSE) Program, opperated by the Support Enforcement Division (SED), was enacted in 1975 as a federal-state-local partnership. The federal government reimburses each state 66% of all allowable expenditures on CSE activities, including staffing costs. The federal government's funding is "open-ended" in that it pays its percentage of expenditures by matching the amounts spent by state and local governments with no upper limit or ceiling.

Operating in two locations (Downtown and East County), the SED routinely carries an average caseload of approximately 7000 cases and collects approximately \$31 million annually. Every dollar collected (less a \$25 annual fee) is sent directly to custodial parents for the benefit of the children in our community, providing a critical safety net for families.

SED, using automated, administrative, and judicial means to enforce court orders, currently collects on about 81% of our caseload every month, resulting in payments benefiting over 10,000 children in our community. SED also works with the courts to offer those that are unable to meet their obligations with tools to do so such as assistance with job placement, addiction evaluations, and mental health services referrals.

In addition to enforcing child support and medical support orders SED also assists families by establishing paternity, establishing support and medical orders, modifying support orders to ensure a fair support amount, and establishing arrears on past support owed.

SED works with all 50 states, local tribes, and US territories, to cooperatively provide child support services. In addition, OCSP and CSE have reciprocity agreements with over 30 foreign nations.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Cases worked per year	6966	7100	7000	7000		
Outcome	Amount of child support collected	\$30,163,72 8	\$30,000,00 0	\$30,000,00 0	\$30,000,00 0		

Performance Measures Descriptions

Output - Number of cases worked per year based on monthly averages.

Outcome - The total amount of child support and past due child support collected during the year.

ORS 25.080 provides the statutory authority and responsibility for the Multnomah County District Attorney Support Enforcement Division per intergovernmental agreement with the Division of Child Support, Oregon Department of Justice.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$595,500	\$1,616,025	\$603,513	\$1,662,988
Contractual Services	\$0	\$10,000	\$0	\$10,000
Materials & Supplies	\$0	\$35,336	\$0	\$38,097
Internal Services	\$0	\$468,518	\$0	\$438,890
Total GF/non-GF	\$595,500	\$2,129,879	\$603,513	\$2,149,975
Program Total:	\$2,725,379		\$2,75	3,488
Program FTE	7.33	16.67	6.12	17.88

Program Revenues				
Indirect for Dept. Admin	\$99,380	\$0	\$80,685	\$0
Fees, Permits & Charges	\$0	\$40,000	\$0	\$29,671
Intergovernmental	\$0	\$2,089,879	\$0	\$2,110,303
Beginning Working Capital	\$0	\$0	\$0	\$10,001
Total Revenue	\$99,380	\$2,129,879	\$80,685	\$2,149,975

Explanation of Revenues

\$1,616,181 in Federal child support funding.

\$29,671 in revenue from State of Oregon program fees.

\$10,001 in DEFRA revenue.

\$301,215 in Federal program incentive revenue.

\$192,907 in State of Oregon General Fund revenue.

Significant Program Changes

Last Year this program was: 15015 Child Support Enforcement



Program #15010B - SED - Support Enforcement Agents

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Multnomah County District Attorney's Support Enforcement Division (SED) establishes, modifies and enforces paternity, child support and medical support orders for the families of Multnomah County as part of The Oregon Child Support Program (OCSP) by working with both parents to provide the financial and emotional support their children need to grow and thrive. OCSP delegates the authority of non-public assistance cases to county district attorney's offices. This program offer will add two Support Enforcement Agents to SED.

Program Summary

The Multnomah County District Attorney Support Enforcement Division (SED) was recently made aware of approximately 2,200 support-enforcement cases that qualify for enforcement services. These cases were inadvertently assigned to the Oregon Department of Justice and have received little to no enforcement services. At this time only 57% of the 2200 cases are seeing monthly support payments.

To handle the influx of cases, which will increase SED's overall caseload by 32%, SED will need two additional Child Support Enforcement Agents. The additional agents will allow SED to keep caseloads at approximately 800 per agent (agents are currently assigned around 700 cases). Without adding these additional agents, staff caseloads will grow to over 900 cases. Such a caseload would not allow agents to maintain current service and collections levels, reducing the potential for success in collecting on the new cases.

With two additional agents, SED can work the new cases as thoroughly as it works its current caseload. Raising the collection levels on the incoming cases to SED's current performance of 81% would represent an additional 520 families getting an average of \$325 a month. That is an additional two million dollars a year directly into the hands of vulnerable families that have had to previously rely on public assistance.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of cases worked per year	0	0	0	2200		
Outcome	Amount of child support collected	0	0	0	2000000		

Performance Measures Descriptions

ORS 25.080 provides the statutory authority and responsibility for the Multnomah County District Attorney Support Enforcement Division per intergovernmental agreement with the Division of Child Support, Oregon Department of Justice.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$51,027	\$93,752
Internal Services	\$0	\$0	\$0	\$4,752
Total GF/non-GF	\$0	\$0	\$51,027	\$98,504
Program Total:	\$0		\$149),531
Program FTE	0.00	0.00	0.70	1.30

Program Revenues					
Indirect for Dept. Admin	\$0	\$0	\$3,304	\$0	
Intergovernmental	\$0	\$0	\$0	\$98,504	
Total Revenue	\$0	\$0	\$3,304	\$98,504	

Explanation of Revenues

\$98,503 in Federal child support funding.

Significant Program Changes

Last Year this program was:



Program #15011 - Division II Administration

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program funds a Chief Deputy District Attorney who provides leadership, policy direction, long and short range planning and daily operational oversight for Division III.

Program Summary

The Chief Deputy District Attorney of Division II is a member of senior level management with specific division level responsibilities. The Chief Deputy has direct and daily oversight responsibility of the UC/Gangs felony trial unit, the Misdemeanor trial unit, Intake, the Neighborhood DA program, and the District Attorney's investigative staff.

The Chief Deputy provides leadership, policy direction, long and short range planning and daily operational oversight.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output		0	0	0	0	
Outcome		0	0	0	0	

Performance Measures Descriptions

ORS 8.760 Deputies may be authorized and paid by county. The county court or board of county commissioners may empower the district attorney to appoint one or more deputy district attorneys whose compensation shall be fixed by the county court or board of county commissioners and paid out of the county funds in the same manner as county officers are paid. [Amended by 1961 c.586 §4]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$420,115	\$0	\$370,619	\$0
Total GF/non-GF	\$420,115	\$0	\$370,619	\$0
Program Total:	\$420,115		\$370	,619
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15016 Division II Administration



Program #15012 - Unit C/Gangs - Robbery, Weapons

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Felony Trial Unit C/Gangs prosecutes a variety of very serious and mid-level felony crimes including: Homicides, Robberies, weapons offenses, gang crimes, vehicular homicides and assaults, arson, residential burglaries and felony animal abuse. These crimes are predominantly person crimes, and many of the violent cases handled by this unit have long-lasting effects on the victimized community members.

Program Summary

This program works closely with federal, state and local law enforcement agencies to prosecute serious person and property crimes, including those cases involving homicides, vehicular assaults and homicides, crimes involving gangs, weapons possession by felons, arson, animal abuse, all degrees of robberies, and residential burglaries. Unit C/Gangs works cooperatively with state and local law enforcement agencies and community partners to target and reduce the instances of gang related crime through aggressive enforcement and prosecution. In the continuum of prosecution services, this unit prosecutes mostly high risk and some medium level offenders, and many cases handled in Unit C/Gangs have high visibility in the community. The program also works cooperatively with the Portland Police Bureau, Multnomah County Sheriff's Office, Gresham Police Bureau, and other local law enforcement agencies in the County to promote better case investigation and development by consulting with and training officers in the complex legal issues these cases present. Members of the unit are available to officers with questions 24 hours per day, 7 days per week. Additionally, the unit works with the Bureau of Alcohol, Tobacco and Firearms and the US Attorney's Office to reduce by vigorous prosecution the illegal use, possession and transfer of firearms. Hundreds of these weapons cases are handled annually, resulting in both state and federal prosecutions. A key goal to the Unit C/Gangs program is to make sure that offenders are held accountable for their criminal behavior and that the rights of victims are protected. The program seeks to hold offenders accountable for committing serious person and property crimes, and seeks to engage other community partners in reducing gang related violence and illegal activities in the schools and neighborhoods.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Cases issued	754	775	750	750		
Outcome	Cases resolved	761	735	750	750		

Performance Measures Descriptions

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

ORS 8.660 Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 Prosecuting violations: Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,551,752	\$52,771	\$1,698,421	\$31,407
Contractual Services	\$44,100	\$0	\$29,600	\$0
Materials & Supplies	\$19,470	\$0	\$19,400	\$0
Internal Services	\$14,736	\$2,638	\$15,681	\$1,570
Total GF/non-GF	\$1,630,058	\$55,409	\$1,763,102	\$32,977
Program Total:	\$1,685,467		\$1,79	6,079
Program FTE	10.63	0.37	11.30	0.20

Program Revenues					
Indirect for Dept. Admin	\$1,842	\$0	\$1,092	\$0	
Intergovernmental	\$0	\$55,409	\$0	\$32,977	
Total Revenue	\$1,842	\$55,409	\$1,092	\$32,977	

Explanation of Revenues

\$32,977 in Juvenile Accountability Incentive Block (JAIB) Grant funding

Significant Program Changes

Last Year this program was: 15017 Unit C/Gangs - Robbery, Weapons

This program has been increased by 0.50 FTE with the addition of a Deputy District Attorney III.



Program #15013A - Misdemeanor Trial Unit, Intake, Community

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program holds offenders accountable by providing prosecution services for misdemeanor crimes. Intake attorneys review and issue charging documents on misdemeanor cases. Most non-violent offenders qualify for "Community Court" where they can earn a reduction or dismissal of their charges by giving back to local neighborhoods through community service while getting connected with needed social service programs. Offenders who decline or are ineligible for "Community Court" are prosecuted by the attorneys in the Misdemeanor Trial Unit.

Program Summary

This program works collaboratively with the State courts and local law enforcement agencies to prosecute all misdemeanor crimes except those involving domestic violence. The attorneys assigned to Intake screen, issue or reject for prosecution misdemeanor offenses such as driving under the influence of intoxicants (DUII), resisting arrest, assault, sex abuse, theft, prostitution, stalking, trespass, strangulation and disorderly conduct. Intake attorneys also handle court appearances at the Justice Center including arraignments, DUII Diversion entries, Community Court and early resolution cases.

Cases involving non-violent offenders can also now be referred to the Community Courts located in downtown Portland and Gresham. These courts not only issue sanctions against offenders but also provide access to needed social services such as alcohol treatment, drug treatment and mental health services. With over 6000 cases processed each year, the Community Courts offer a cost-effective collaboration between the state courts, prosecution and social service providers.

Attorneys assigned to the Misdemeanor Trial Unit prepare cases for trial and represent the State of Oregon in misdemeanor jury and bench trials. These attorneys also appear in court on other matters including pleas, sentencings, probation violation hearings, and restitution hearings. Attorneys in the trial unit work collaboratively with the Neighborhood DA program by prosecuting their issued cases. Because of the large volume of cases and the continued expansion of East County, prosecutors present cases to courts located in downtown Portland and also in Gresham.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Cases issued	14295	13000	14000	14000		
Outcome	Cases resolved	10946	11500	12000	12000		
Input	Cases reviewed	17246	15000	16000	16000		

Performance Measures Descriptions

Output - The number of cases for which a charging document has been created for this unit.

Cases resolved - The number of cases completed and closed in that unit.

Cases reviewed - The total number of cases that have been submitted to that unit.

ORS 8.665 Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.660 Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,458,001	\$0	\$2,585,023	\$0
Contractual Services	\$51,000	\$0	\$50,700	\$0
Materials & Supplies	\$29,816	\$0	\$31,410	\$0
Internal Services	\$99,712	\$0	\$86,139	\$0
Total GF/non-GF	\$2,638,529	\$0	\$2,753,272	\$0
Program Total:	\$2,638,529		\$2,75	3,272
Program FTE	26.00	0.00	27.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15018A Misdemeanor Trial Unit, Intake, Community

The Mental Health Deputy District Attorney was transferred to the Domestic Violence Unity in Fiscal Year 2014.



Program #15014 - Neighborhood DA Program

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Neighborhood District Attorney Program is comprised of neighborhood-based Deputy District Attorneys who work directly with local individual citizens, community groups, neighborhood associations, business associations and law enforcement agencies in communities throughout Multnomah County to identify and develop strategies to combat quality of life crimes and improve neighborhood livability. NDAs also review and issues charging documents on misdemeanor cases throughout the county.

Program Summary

This is a nationally recognized model program for engaging a variety of community, business and law enforcement partners in identifying crime issues and developing strategies within a community to combat quality of life crime in neighborhoods throughout Multnomah County. The Neighborhood prosecutors are strategically located in East, North/Northeast, West and the Gresham areas. Each Neighborhood District Attorney (NDA) is responsible for working with the police, other government agencies, businesses and citizens to improve the quality of life in the areas they serve. This includes keeping police officers up to date on criminal law changes, making the criminal justice system user-friendly for responsible area businesses, marshaling prosecution resources to solve entrenched neighborhood problems, attending community meetings and providing legal tools for citizens and police to use to improve their quality of life, such as collaborating on partnership agreements, business trespass agreements, drug impact areas, focused prosecutions and involving citizens to obtain search warrants to close neighborhood drug houses. Specialized prosecutors are contracted with Lloyd Business District and Tri-Met to prosecute crimes and solve crime problems specific to those entities. There is also one additional prosecutor in the North/Northeast area assigned to coordinate county-wide misdemeanor gang prosecutions and probation with the Portland Police and Multnomah County Circuit Court in an effort to have these emerging gang members mentored by area pastors and community leaders. In addition the program issues approximately one half of all misdemeanors processed by the office, including quality-of-life misdemeanors such as drinking, camping, graffiti, drugs and prostitution.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Cases issued	5785	5000	5500	5500		
Outcome	Problem solving contacts	34910	39500	35000	35000		
Input	Cases reviewed	6611	5665	6250	6250		

Performance Measures Descriptions

Output - The number of cases for which a charging instrument has been created by this unit.

Outcome - The number of problem solving contacts Neighborhood DAs have with citizens, law enforcement, businesses, and neighborhood associations or other special interest organizations.

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistr

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$706,706	\$489,251	\$760,085	\$469,985
Contractual Services	\$0	\$48,675	\$0	\$48,675
Materials & Supplies	\$15,398	\$0	\$13,769	\$0
Internal Services	\$14,764	\$14,163	\$17,633	\$13,020
Total GF/non-GF	\$736,868	\$552,089	\$791,487	\$531,680
Program Total:	\$1,288,957		\$1,32	3,167
Program FTE	5.24	2.26	5.50	2.50

Program Revenues					
Indirect for Dept. Admin	\$9,890	\$0	\$9,053	\$0	
Intergovernmental	\$0	\$284,804	\$0	\$251,358	
Other / Miscellaneous	\$12,500	\$267,285	\$25,000	\$280,322	
Total Revenue	\$22,390	\$552,089	\$34,053	\$531,680	

Explanation of Revenues

\$25,000 in SBAD (john school) revenue for the County General Fund.

\$207,056 in Federal revenue for the Albina neighborhood grant.

\$44,302 in Federal Justice Assistance Grant revenue.

\$75,000 in revenue from the Lloyd Business District.

\$205,322 in revenue from Trimet.

Significant Program Changes

Last Year this program was: 15019A Neighborhood DA Program

The Prostitution Deputy District Attorney was transferred to the Domestic Violence Unity in Fiscal Year 2014.



Program #15015 - Investigations

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Investigation unit provides case specific felony investigation, evidence gathering, witness interviews and transport, subpoena service and other trial assistance as is determined by the Deputy District Attorney.

Program Summary

The Investigations unit works closely and in cooperation with federal, state and local law enforcement agencies and Deputy District Attorneys to provide investigation services on high, medium and low level felony cases. With a combination of District Attorney Investigators and Investigators assigned to the office from the Portland Police Bureau, the program provides case specific evidence gathering and evaluation, witness interviews and transport for testimony, background investigations and service of subpoenas that compel witness appearance. Investigations are a crucial and integral part of the prosecution of all felony cases. The Investigations program works to assist in holding offenders accountable by effective and aggressive prosecution.

Performar	nce Measures				
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer
Output	Subpoenas issued	6778	6800	6800	6800
Outcome	Subpoenas served	5388	8000	6000	6000

Performance Measures Descriptions

Output - The number of subpoenas given to the investigative staff for personal service.

Outcome - The number of subpoenas for which the personal service was completed.

8.660 Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$363,217	\$36,000	\$376,648	\$36,000
Contractual Services	\$32,000	\$0	\$33,490	\$0
Materials & Supplies	\$18,263	\$0	\$18,472	\$0
Internal Services	\$90,180	\$0	\$100,055	\$0
Total GF/non-GF	\$503,660	\$36,000	\$528,665	\$36,000
Program Total:	\$539,660		\$564	,665
Program FTE	3.61	0.39	3.67	0.33

Program Revenues				
Intergovernmental	\$0	\$36,000	\$0	\$36,000
Total Revenue	\$0	\$36,000	\$0	\$36,000

Explanation of Revenues

\$36,000 in revenue from the City of Gresham.

Significant Program Changes

Last Year this program was: 15020 Investigations



Program #15016 - Division III Administration

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program funds a Chief Deputy District Attorney who provides leadership, policy direction, long and short range planning and daily operational oversight for Division III.

Program Summary

The Chief Deputy District Attorney of Division III is a member of senior level management with specific division level responsibilities. The Chief Deputy has direct and daily oversight responsibility over felony trial units A, B, D, and the Pretrial Unit.

The Chief Deputy provides leadership, policy direction, long and short range planning and daily operational oversight.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output		0	0	0	0		
Outcome		0	0	0	0		

Performance Measures Descriptions

ORS 8.760 - Deputies may be authorized and paid by county. The county court or board of county commissioners may empower the district attorney to appoint one or more deputy district attorneys whose compensation shall be fixed by the county court or board of county commissioners and paid out of the county funds in the same manner as county officers are paid. [Amended by 1961 c.586 §4]

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$178,835	\$0	\$245,514	\$0
Contractual Services	\$21,000	\$0	\$2,000	\$0
Materials & Supplies	\$8,705	\$0	\$7,824	\$0
Internal Services	\$906	\$0	\$2,139	\$0
Total GF/non-GF	\$209,446	\$0	\$257,477	\$0
Program Total:	\$209,446		\$257	,477
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15006 Division III Administration



Program #15017 - Unit A - Property Crimes

7/7/2014

Department: District Attorney **Program Contact**: Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Unit A, the felony trial unit designated to handle property crimes, holds offenders accountable by prosecuting fraud, auto theft, forgery, identity theft, white collar crime and theft and criminal mistreatment crimes that target the elderly. These are mid-level offenders within the public safety system.

Program Summary

This program works in co-operation with local law enforcement agencies and other public safety partners to provide aggressive prosecution of persons arrested and charged with serious property and theft crimes. The work of this unit includes reviewing and prosecuting cases, such as auto theft, forgery, commercial burglaries, criminal mischief (damage to property) and fraud and theft crimes against the elderly.

This program also reviews and prosecutes crimes involving theft of identity which continues to be significant. The program reviews and prosecutes offenders who commit crimes against the businesses in the community. These crimes, which are commonly referred to as white collar crimes, and include forgery, aggravated theft and theft by deception.

The program, through its inter-agency cooperation, collaboration, and prosecution efforts, is a key part of holding offenders accountable for committing serious property crimes. In the continuum of prosecution services, this unit prosecutes medium level offenders and is a key to making sure that offenders are held accountable for their criminal behavior.

This unit is also responsible for staffing and participating in the START court program which is a post-sentencing drug court providing supervision and drug treatment for property offenders.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Cases issued	1328	1200	1250	1250	
Outcome	Cases resolved	1198	1000	1100	1100	
Input	Cases reviewed	1986	1700	1850	1850	

Performance Measures Descriptions

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistr

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,669,118	\$100,075	\$1,704,864	\$75,225
Contractual Services	\$11,190	\$0	\$11,500	\$0
Materials & Supplies	\$9,398	\$0	\$9,400	\$0
Internal Services	\$9,493	\$0	\$9,658	\$0
Total GF/non-GF	\$1,699,199	\$100,075	\$1,735,422	\$75,225
Program Total:	\$1,799,274		\$1,810,646	
Program FTE	13.00	1.00	13.24	0.76

Program Revenues				
Intergovernmental	\$0	\$100,075	\$0	\$75,225
Total Revenue	\$0	\$100,075	\$0	\$75,225

Explanation of Revenues

\$75,225 in revenue from the State of Oregon for START court.

Significant Program Changes

Last Year this program was: 15007 Unit A - Property Crimes



Program #15018A - Unit B - Drugs/Vice

7/7/2014

Department: District Attorney **Program Contact:** Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Felony Trial Unit B holds offenders accountable by prosecuting drug and vice cases involving: manufacturing, distribution and possession of controlled substances; supplying contraband; tampering with drug records; crimes related to illegal gambling; money laundering and child neglect in the first degree involving controlled substances. Unit B works closely with local law enforcement to identify and clean areas within the County that have a high level of drug activity, and supports and promotes programs designed to the effective treatment of drug addiction.

Program Summary

This program engages in the review and prosecution of cases involving drug and vice crimes such as the manufacture, distribution and possession of controlled substances; supplying contraband; tampering with drug records; crimes related to illegal gambling; money laundering and child neglect in the first degree involving controlled substances. This program has a key role in the local drug control strategy of reducing the supply of drugs through aggressive enforcement and prosecution. The program works cooperatively with other state and local and federal law enforcement agencies and the Department of Community Justice and the Courts, to reduce the demand for illegal drugs by requiring offenders to enter into mandatory treatment programs and drug courts.

This program stands as the gatekeeper for holding offenders accountable, improving social conditions by requiring addiction treatment, reducing illegal drug activity in our schools and helping to support the cost of local drug treatment programs. In the continuum of prosecution services, this unit prosecutes low, mid-level and high-level offenders and is key to making sure that offenders are held accountable for their criminal behavior. This program responds, investigates, and reviews drug overdose death cases and prosecutes offenders responsible for drug related deaths where appropriate.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Cases issued	1898	1700	1900	1900	
Outcome	Cases resolved	1788	1500	1700	1700	
Input	Cases reviewed	2710	2000	2500	2500	

Performance Measures Descriptions

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistr

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$927,707	\$0	\$934,438	\$0
Contractual Services	\$4,800	\$0	\$3,000	\$0
Materials & Supplies	\$15,171	\$37,328	\$15,500	\$86,126
Internal Services	\$14,775	\$2,672	\$15,593	\$6,614
Total GF/non-GF	\$962,453	\$40,000	\$968,531	\$92,740
Program Total:	\$1,002,453		\$1,061,271	
Program FTE	8.00	0.00	8.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$1,866	\$0	\$4,599	\$0
Beginning Working Capital	\$0	\$40,000	\$0	\$92,740
Total Revenue	\$1,866	\$40,000	\$4,599	\$92,740

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15008A Unit B - Drugs/Vice



Program #15018B - Service Coordination Team Deputy District Attorney

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Program Offer Type: Existing Related Programs:

Program Characteristics: Backfill State/Federal/Grant, One-Time-Only Request

Executive Summary

Funding for this program allows MCDA to continue participation in Service Coordination/Drug Impact Area programs, which work in the areas of prevention, intervention, treatment, housing, and reentry for drug-affected individuals. This position focuses efforts on coordination and community outreach among system partners and geographic areas with high concentrations of drug delivery, drug use, and associated criminal behaviors.

Program Summary

The Service Coordination/Drug Impact Area program is coordinated by a Deputy District Attorney (DDA) works closely with Portland Police Bureau's Behavioral Health Unit (PPB/BHU), Multnomah County Parole and Probation, and the PPB Service Coordination Team (SCT). The DDA performs community outreach, prosecutes drug cases arising in the three current drug impact areas, and coordinates the exclusion program. The DDA reviews statistics, prepares reports, and evaluates the program on an on-going basis. The DDA also reviews cases and makes eligibility and issuing decisions.

The focus of the Drug Impact Area (DIA) is designed to address livability issues, promote effective treatment, impose exclusion from the DIA's, and incapacitate drug dealers through jail/prison terms, when appropriate. The DIA DDA works with system partners to consider seeking from the court an exclusion for certain drug offenders from geographic areas with abnormally high concentrations of heroin, cocaine, and/or marijuana possession/delivery/use.

When criminal cases are accepted, the DDA follows the case through to the ultimate resolution. Time is spent throughout the review and prosecution stages, including grand jury, drug call, settlement conferences, reviewing treatment options, motion hearings, trials, and sentencing. The DDA meets on a weekly basis with the PPB BHU, Multnomah County Parole and Probation, and SCT programs coordinator to staff cases and make treatment referrals where appropriate.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Cases issued	343	300	325	325			
Outcome	Cases resolved	313	300	325	325			

Performance Measures Descriptions

Legal / Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$131,878	\$141,529	\$0
Total GF/non-GF	\$0	\$131,878	\$141,529	\$0
Program Total:	\$131,878		\$141	,529
Program FTE	0.00	1.00	1.00	0.00

Program Revenues				
Intergovernmental	\$0	\$131,878	\$0	\$0
Total Revenue	\$0	\$131,878	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15008B Unit B - Drug Impact Area Deputy DA 2



Program #15019 - Unit D - Violent Person Crimes

7/7/2014

 Department:
 District Attorney
 Program Contact:
 Adam Brown

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Felony Trial Unit D prosecutes cases involving violent person crimes such as aggravated murder, other types of homicide, aggravated assault, rape, kidnap, sex offenses, attempted murder, compelling prostitution and official misconduct. These cases involve some of the most serious or highest level offenders and some medium level offenders.

Program Summary

This program works in close cooperation with federal, state and local law enforcement agencies to prosecute some of the most serious crimes that occur in Multnomah County. The program is a key partner in the East County Major Crimes Unit which target and respond to the most serious crimes and serves the East County communities. The program protects the public and holds offenders accountable through the prosecution of crimes involving aggravated murder, other types of homicide, aggravated assault, rape, kidnap, sex offenses, attempted murder and compelling prostitution. In cooperation with a variety of law enforcement and other agencies, this program investigates and, when appropriate, prosecutes cases involving official misconduct of public officials. The program, through its inter-agency cooperation, collaboration, and prosecution efforts, is a key part of holding high and medium level offenders accountable for committing serious person crimes or official misconduct.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Cases issued	384	450	400	400		
Outcome	Cases resolved	354	450	400	400		

Performance Measures Descriptions

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Input - the total number of cases that have been submitted to this unit.

Legal / Contractual Obligation

ORS 8.660 - Attending court and prosecuting offenses. (1) The district attorney shall attend the terms of all courts having jurisdiction of public offenses within the district attorney's county, and, except as otherwise provided in this section, conduct, on behalf of the state, all prosecutions for such offenses therein.

ORS 8.665 - Prosecuting violations. Upon the issuance of a citation by any person authorized to issue citations for violations, a district attorney shall prosecute the case if it appears that a violation has occurred.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistr

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,023,734	\$0	\$1,093,579	\$0
Contractual Services	\$19,000	\$0	\$19,000	\$0
Materials & Supplies	\$13,652	\$0	\$13,621	\$0
Internal Services	\$12,615	\$0	\$13,554	\$0
Total GF/non-GF	\$1,069,001	\$0	\$1,139,754	\$0
Program Total:	\$1,069,001		\$1,139,754	
Program FTE	7.00	0.00	7.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 15009 Unit D - Violent Person Crimes



Program #15020 - Pre-Trial Unit

7/7/2014

Department:District AttorneyProgram Contact:Adam BrownProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Pre-Trial unit coordinates the following for the District Attorney's Office: judicial appeal cases, civil litigation, post-conviction cases, felony arraignments, habeas proceedings, fugitive and extradition matters, out of state material witness cases and public records requests. The unit also oversees the administration of the grand jury process.

Program Summary

This program provides a variety of important functions within the District Attorney's office including felony arraignment court appearances, civil litigation, post-conviction relief and appeals. The pre-trial unit also works with the Governor's office in fugitive and extradition matters. All public records request are reviewed by the Pre-Trial department. The program also provides administration for the Grand Jury which meets to review evidence on felony criminal cases to determine if an indictment should be issued. For people who qualify, this program provides a process for the expungement of records.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Cases issued	289	300	300	300		
Outcome	Cases resolved	288	295	300	300		

Performance Measures Descriptions

Output - the number of cases for which a charging document has been created in this unit.

Outcome - the number of cases completed and closed in this unit.

Legal / Contractual Obligation

ORS 138.081 - Appeals; ORS Chapter 34 - Writs of Habeas Corpus; ORS Chapters 132 and 135 - Grand Jury and pre-trial and felony arraignments.

ORS 8.670 - Proceedings before magistrates and grand jury. The district attorney shall institute proceedings before magistrates for the arrest of persons charged with or reasonably suspected of public offenses, when the district attorney has information that any such offense has been committed, and attend upon and advise the grand jury when required.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,109,972	\$0	\$1,118,130	\$0
Contractual Services	\$300	\$0	\$300	\$0
Materials & Supplies	\$5,604	\$0	\$5,153	\$0
Internal Services	\$5,788	\$0	\$5,900	\$0
Total GF/non-GF	\$1,121,664	\$0	\$1,129,483	\$0
Program Total:	\$1,121,664		\$1,129,483	
Program FTE	10.00	0.00	10.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

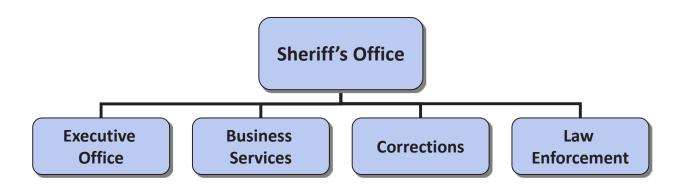
Last Year this program was: 15010 Pre-Trial Unit

Department Overview

The Sheriff's Office plays a unique, comprehensive role in the continuum of Public Safety Services here in Multnomah County. The Sheriff's reach is extensive, providing law enforcement services, search and rescue operations, civil process, civic emergency coordination and community policing to unincorporated areas in the Columbia River Gorge, east and west county communities, forested public watersheds and waterways both remote and urban.

The Sheriff is also the first responder in providing social service contacts to these areas, coordinating Health Department, Human Services and other responses as needed. When police contact in any of these areas results in arrest, Sheriff's deputies transport arrestees to the Sheriff Office Booking Facility, located at the Multnomah County Detention Center in downtown Portland. There arrestees are searched, medically screened by Health Department staff and evaluated by court and corrections staff for release options or potential housing. If housed in one of the Sheriff's Office jail facilities, pretrial inmates and sentenced offenders are assessed for potential placement in programs offered in the jails – programs targeting mental health, addiction treatment and services, and post-release housing and job training to name a few. Through all these activities, arrest and booking, court transport to housing and, programming to release, Sheriff's staff are directly involved in the care, custody and control of these individuals, giving the Multnomah County Sheriff and staff a uniquely comprehensive role in county Public Safety.

All of these services are important elements to a "stream of offenders" approach to public safety services and serve to fulfill the priority of safety at home, work, school, or play.



Budget Overview

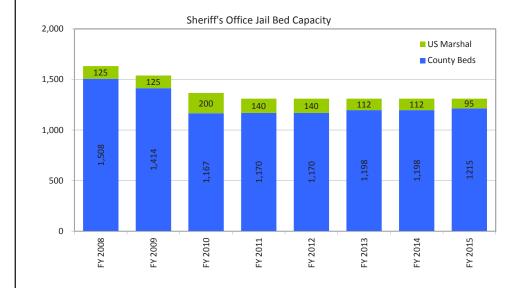
The Sheriff's Office total budget for FY 2015 is \$128.0 million with 781.32 FTE. General Funds total \$112.1 million or 88% of the budget.

The FY 2014 Adopted Budget included a Budget Note that held out \$2.2 million of Overtime to be held in contingency and approved quarterly. Inclusion of these Overtime funds increases the FY 2014 Revised Budget Personnel Services from \$99.1 million to \$101.4 million.

Other funds account for \$15.8 million or 12.4% of the FY 2015 budget. Other funds increased \$0.6 million year over year or 3.6%.

New Programs this year are: 60004 - Additional Hiring Process Backgrounders, 60023A - Crisis Intervention Training, 60033B - Gresham Temporary Hold, 60072 - Additional SIU Detective, 60075 - Corbett Community Resource Deputy, 60083 - Domestic Violence Enhanced Response GF Backfill.

The budget maintains the jail bed capacity of 1,310 beds, 95 which are contracted for by the US Marshals Services. The budget also retains all the patrol and support functions for the Sheriff's Office.



Budget Trends		FY 2014	FY 2014	FY 2015	
	FY 2013	Current	Adopted	Adopted	
	<u>Actual</u>	Estimate	<u>Budget</u>	<u>Budget</u>	<u>Difference</u>
Staffing FTE	777.65	776.32	776.32	781.32	5.00
Personnel Services	\$99,585,142	\$100,689,312	\$99,160,738	\$103,657,510	\$4,496,772
Contractual Services	963,083	845,877	936,948	893,638	(43,310)
Materials & Supplies	19,982,666	20,285,112	21,767,104	22,519,880	752,776
Capital Outlay	<u>166,640</u>	424,994	424,994	<u>896,200</u>	<u>471,206</u>
Total Costs	\$120,697,531	\$122,425,295	\$122,289,784	\$127,967,228	\$5,677,444

^{*}Does not include cash transfers, contingencies or unappropriated balances.

Successes and Challenges

Successes

The Sheriff's Office is currently implementing an Inmate Kiosk System which provides inmates and their families with many new services, including video visiting from our jail lobby's or over the Internet which saves family travel costs, and an expansion from 2 days per week visitations to 7 days per week. Lobby Kiosks allow friends/family to deposit funds to an inmates account using cash or credit cards, care package ordering and the ability to schedule visits, and prepay for phone use. Dorm Kiosks allow video visiting, commissary ordering, messaging and many other services. At release, inmates will have ATM Debit Release Cards, which allow purchases from merchants including transit, use of ATM's, and other banking services.

We appreciate the Corrections Grand Jury acknowledgment "We commend Sheriff Dan Staton for his commitment to providing a safe jail environment for inmates, staff and the Citizens of Multnomah County". Many of our program offers address Grand Jury recommendations including: filling deputy vacancies; hiring background investigators; opening an additional dorm at MCIJ to resolve emergency releases; adding suicide watch hours to our budget; and increasing the number of deputy training hours.

Challenges

The primary on-going budget issue facing the Sheriff's Office is vacancies in the Corrections Deputy job classification. The number of vacancies remained fairly steady for FY2013 and thus far into FY2014, continuing the need to fill vacant posts with deputies on overtime. It is also the case that proportionally the number of vacancies we currently hold has a significant impact on operations, in many cases causing temporary closure of normal operations in the jails that affect access to inmates by the defense, courts, police, outside providers and visitors. Our projections show our hiring rate to date is keeping pace with the growing retirements brought on by the initial hiring for the opening of Inverness Jail in 1988, but just keeping pace with that growth. To remedy this ongoing issue we are proposing expanding our Human Resource Unit with two additional Background Investigators.

Another emerging issue for our budget is the alarming growth of work hours committed to security for suicide watch protocols in our jail system. Our Office has been engaged in meetings with other county system stakeholders looking for sustainable solutions to this issue that satisfy constitutional requirements while ensuring quality medical care and safe housing is delivered to this vulnerable population. We have included two one-time-only offers to help bridge the gap between a long-term, sustainable solution and the current budgetary burden for this work, which is work we cannot defer or walk away from. Also included to address this issue are three capital improvement projects designed to reduce risk of suicide attempts.

Diversity and Equity

We serve Multnomah County by holding the Sheriff's Office management and staff accountable to ensure access, equity, and inclusion with its services, policies, practices, and procedures. The Sheriff's Office fully embraces county policy with specific regard to the prohibition of workplace harassment and discrimination, and conducts agency-wide training regarding these policies on an on-going basis.

We ensure our investments in the community build a more just and equitable Multnomah County. We have a culture of open collaboration, and respectful, courageous conversations about institutional barriers to equity. We unite around shared values of access, equity, inclusion and equity. Our workplaces are safe and our services are culturally responsive. Our workforce reflects community experience, needs and perceptions, and we actively participate in community events that value cultural diversity, equity, social justice and celebration of diverse lifestyles.

Specific steps to improve Diversity this year:

- Recruitment of minority and women deputies
- Promotion of women and minority Lieutenants and Captains
- Inclusion of non-sworn managers in the promotional selection panels for sergeants and lieutenants, adding greater diversity to the panels as well as introducing new administrative perspectives
- Training of both line and support staff regarding mental health issues which provides better support and understanding of the diverse inmate populations in our jails
- Participation in community events supporting diversity

Budget by Division

Division Name	FY 2015 General Fund	Other Funds	Total Division Cost	Total FTE
Executive Office	\$4,221,326	\$0	\$4,221,326	25.00
Business Services	13,365,200	15,000	13,380,200	68.00
Corrections Division	73,268,488	11,523,114	84,791,603	526.22
Law Enforcement	21,282,565	4,291,534	<u>25,574,099</u>	162.10
Total Sheriff's Office	\$112,137,579	\$15,829,648	\$127,967,228	781.32

Executive Office

The MCSO Executive Office plays the critical role of providing oversight for the operations of the entire agency, a focus on staff well being through the agency Chaplain, a single point of contact for the Office of Sheriff through the Public Information Officer, and a commitment to standards and ethical conduct through Professional Standards.

The Executive Office acts as the first point of policy for Sheriff's Office operations and interests. The Executive Office sets the course for the agency to follow, and ensures operations are safe and on target through units within the Office. The Inspections Unit accounts for agency firearms and other critical equipment, and oversees Life Safety functions for all of MCSO. Human Resources coordinates member's health and family concerns, as well providing support for members day-to-day work needs. They also conduct extensive background investigative work on each Sheriff's Office member prior to hiring, to ensure the agency employs men and women with the highest level of integrity. The Public Information Officer relays information about agency operations to the public through public records requests, media inquiry and periodical publication. The Internal Affairs Unit assures a commitment to effective and ethical conduct, both through investigation of complaints against members and through oversight of agency high-risk practices.

- Human Resources Unit An additional HR Tech to assist with recruitment and new hiring
- Human Resources Unit Two additional background investigators funded with one time only funds to assist in recruitment of new Corrections Deputies

Business Services

Business Services is responsible for financial management, information technology, research and analysis, corrections records, staff training and other support. The programs operated by Business Services support both the Corrections and Enforcement Divisions which directly contribute to public safety and citizens feeling safe at home, work, school and play. The Business Services Division support begins with the Fiscal Unit, which provides the necessary payroll, budget and accounting services to every unit in the Sheriff's Office. Analysis and reporting for all MCSO public safety activities happens at the Planning and Research Unit, where analysts provide data and reporting affecting budget, planning, and policy decisions at MCSO and throughout the public safety community. All operations, both uniform and civilian, rely heavily on information technology support provided by the Criminal Justice Information Systems Unit (CJIS). CJIS connects MCSO to the local community and the world through internet support, and keeps key information systems vital to investigation, booking and inmate data management up and running 24 hours a day, 7 days a week. The Training Unit assures members maintain both mandated certifications and perishable skills, as well as providing necessary training with regard to Life Safety issues, OSHA requirements, job skills and member career development.

- Continuing the implementation of the Inmate Kiosk System, which includes video visiting kiosk installation in inmate dorms.
- Moved a Finance Specialist 1 from Inmate Welfare to the Fiscal Unit as a result of the inmate Kiosk system changes.
- The Training Unit now has funding for Enhanced Crisis Intervention Training for Patrol.

Corrections Division

The MCSO Corrections Division's mission is to provide effective detention, rehabilitation and transitional services that together stabilize, protectively manage and positively impact arrestees, pretrial inmates and sentenced offenders, resulting in both cost-effective management of populations in jail and successful reentry into our communities upon release. Our core service is providing jail beds to the public safety system as the critical piece for providing offender accountability, and maintenance of these beds that provide a strong deterrent to criminal behavior.

As the sole provider of jail beds in a county serving a largely urban population, the Corrections Division encounters a wide variety of persons who often have a multitude of issues, from mental and physical illness, to addiction or a propensity for violence. The division meets this challenge by providing medical screening of all arrestees at booking, and skilled, evidence-based objective classification of pretrial inmates and sentenced offenders leading to safe and appropriate housing choices. Many housing areas are designed to address special needs, including mental and medical health concerns and treatment, protective housing for vulnerable persons and high security custody for the most dangerous offenders. The division focuses on stabilizing pretrial inmates and sentenced offenders, fulfilling court requirements, then moving offenders to in-jail programming and work opportunities to support successful reentry

- US Marshal Beds reduced from 112 in FY 2014 to 95 in FY 2015
- Increase in SB1145 Funding in the amount of \$545,912
- Additional State Funding from House Bill 3194 in the amount of \$531,219.
- MCSO is able to restore overtime through improved budgeting tools with more precise costing.
- The Corrections Division is implementing a new Jail Kiosk System which includes Jail Lobby Kiosks, Booking Cash Kiosks, Jail Dorm Kiosks and the use of Release Debit Cards all of which provide increased services to inmates and their families.
- Gresham Temporary Hold is now funded through a contract with Gresham, Troutdale and Fairview as well as with County general fund.
- Additional HB3194 funding of \$332,862 for two Jail Escort Deputies to facilitate inmate risk/need assessment interviews.

Law Enforcement

The MCSO Law Enforcement Division's mission is to provide exemplary public safety services to citizens and visitors to Multnomah County. Operating under statutory mandates, each unit accomplishes specific functions that supports Multnomah County's overall mission. This division protects citizens by providing 24/7 law enforcement and human service connections to those who reside in or visit unincorporated areas and the communities of Maywood Park, Wood Village and Corbett. Deputies respond to 911 emergency calls, investigate traffic accidents, arrest wanted subjects and engage in solving community safety problems present in schools, businesses and neighborhoods. Tourism and recreation create conditions where citizens need emergency rescue assistance on land and in waterways. This division provides education, enforcement and prevention of emergencies which occur on waterways. River patrol resources provide safe commercial and recreational access and passage to the County's 100 miles of rivers which operate within the United States' fifth largest port. Deputies enforce boating laws and provide security protection for marine communities. Dangerous drug abuse and addiction account for most crime in our community and this division helps reduce impact by providing county-wide narcotics enforcement. Division detectives help children by investigating and arresting persons who exploit children for sex, labor and use technology as a tool to lure children. Detectives help citizens by investigating and arresting persons who abuse elderly and domestic violence victims.

- Contract with Corbett School District to help fund a School Resource Officer
- Contracts with Gresham PD, Troutdale PD and Fairview PD to assist in funding half of the Gresham Temp Hold activity
- 911 Teletax revenue no longer comes to MCSO and instead is sent directly to the City of Portland for Bureau of Emergency Communications dispatch funding.
- MCSO is able to restore overtime through improved budgeting tools with more precise costing.
- Backfill funding for a SIU Detective in the amount of \$95,244.
- •Backfill funding for the Domestic Violence Enhanced Response Detective in the amount of \$18,917.
- An Urban Area Security Initiative grant for a River Patrol Dive Team Van to support dive team missions in the amount of \$240,095.

Sheriff's Office

The following table shows the programs that make up the Office's total budget. The individual programs follow in numerical order.

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
Executive O	ffice				
60000	MCSO Executive Office	1,693,238	0	1,693,238	8.00
60003	MCSO Human Resources	1,210,262	0	1,210,262	9.00
60004	MCSO Additional Hiring Process Backgrounders	175,134	0	175,134	2.00
60005	MCSO Professional Standards	1,142,692	0	1,142,692	6.00
Business Ser	rvices				
60010	MCSO Business Services Admin	1,530,039	0	1,530,039	1.00
60012	MCSO Criminal Justice Information Systems	4,971,767	0	4,971,767	7.00
60013	MCSO Fiscal Unit	883,372	0	883,372	7.00
60014	MCSO Time & Attendance Unit	502,496	0	502,496	5.00
60015	MCSO Planning & Research Unit	691,771	0	691,771	5.00
60021	MCSO Corrections Support	3,564,411	0	3,564,411	37.00
60022	MCSO Training Unit	1,140,245	15,000	1,155,245	6.00
60023A	MCSO Crisis Intervention Training – Patrol Enhanced	81,100	0	81,100	0.00
Corrections	Division				
60030	MCSO Corrections Division Admin	1,206,137	0	1,206,137	4.82
60032	MCSO Transport	2,775,400	0	2,775,400	16.00
60033A	MCSO Booking & Release	8,020,973	0	8,020,973	58.24
60033B	MCSO Gresham Temporary Hold	146,348	0	146,348	0.00
60034A	MCSO Court Services - Courthouse	3,767,467	0	3,767,467	23.00
60034B	MCSO Court Services - Justice Center	1,023,894	0	1,023,894	7.00
60034C	MCSO Court Services - JJC	257,721	0	257,721	2.00
60034D	MCSO Turn Self In Program	257,854	0	257,854	2.00
60035A	MCSO Facility Security - Courts	1,172,475	629,488	1,801,964	16.60
60035B	MCSO Facility Security - Jails	2,047,583	0	2,047,583	21.50
60035C	MCSO Facility Security - Library	634,068	0	634,068	7.00
60035D	MCSO Facility Security - JJC	178,327	0	178,327	2.00
60035E	MCSO Domestic Violence Gateway One Stop	68,706	0	68,706	1.00

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
Corrections	Division cont.				
60036	MCSO Classification	3,117,913	0	3,117,913	20.00
60037	MCSO Inmate Programs	2,480,602	0	2,480,602	21.00
60038	MCSO CERT/CNT	169,801	0	169,801	0.00
60039	MCSO MCIJ Work Crews	1,318,961	891,813	2,210,774	12.40
60040A	MCSO MCDC Core Jail & 4th Floor	13,483,959	1,164,081	14,648,040	62.98
60040B	MCSO MCDC 5th Floor	3,874,829	0	3,874,829	25.48
60040C	MCSO MCDC 6th Floor	2,372,203	0	2,372,203	16.38
60040D	MCSO MCDC 7th Floor	2,825,730	0	2,825,730	23.66
60040E	MCSO MCDC 8th Floor	1,693,076	0	1,693,076	16.38
60041A	MCSO MCIJ Dorms 10, 11 & 18	7,959,030	8,383,515	16,342,544	75.20
60041B	MCSO MCIJ Dorms 12 & 13	3,085,812	0	3,085,812	20.02
60041C	MCSO MCIJ Dorms 14 & 15	1,945,766	0	1,945,766	12.74
60041D	MCSO MCIJ Dorms 16 & 17	625,002	0	625,002	3.64
60041E	MCSO MCIJ Dorms 6 & 7	2,077,969	0	2,077,969	14.56
60041F	MCSO MCIJ Dorms 8 & 9	1,095,484	0	1,095,484	9.10
60041G	MCSO MCIJ Dorm 5	1,581,289	0	1,581,289	14.56
60041H	MCSO MCIJ Dorm 4	625,187	0	625,187	5.46
60043	MCSO Close Street	1,213,556	0	1,213,556	8.00
60044	MCSO Volunteers	4,280	0	4,280	0.00
60045	MCSO Inmate Welfare	0	454,217	454,217	2.50
60050	MCSO In-Jail Human Trafficking	161,088	0	161,088	1.00
Enforcemen	nt Division				
60060	MCSO Enforcement Division Admin	779,456	0	779,456	1.00
60061	MCSO Enforcement Division Support	2,188,560	0	2,188,560	24.00
60063	MCSO Patrol	6,718,075	200,938	6,919,013	37.00
60064	MCSO Civil Process	1,680,675	0	1,680,675	12.00
60065	MCSO River Patrol	1,853,510	1,032,212	2,885,721	14.50
60066	MCSO Detectives, INTERCEPT, Elder Abuse	1,503,268	0	1,503,268	9.00
60067	MCSO Special Investigations Unit	688,827	183,000	871,827	5.00
60068	MCSO Warrant Strike Team	783,013	0	783,013	5.00
60069	MCSO Alarm Program	0	227,500	227,500	1.50
60070	MCSO Concealed Handgun Permits	10,014	400,000	410,014	3.00
60071	MCSO TriMet Transit Police	0	831,501	831,501	6.00

Sheriff's Office

fy2015 **adopted** budget

Prog.	Program Name	FY 2015 General Fund	Other Funds	Total Cost	FTE
Enforcemen	t Division cont.				
60072	MCSO Additional SIU Detective	95,816	0	95,816	1.00
60073	MCSO Human Trafficking Task Force	133,101	0	133,101	1.00
60074	MCSO Metro Services	19,965	348,331	368,295	2.60
60075	MCSO Corbett School Resource Deputy	93,170	42,898	136,069	1.00
60076	MCSO Domestic Violence Enhanced Response	76,142	31,528	107,671	0.85
60077	MCSO Corbett Community Resource Deputy	138,204	0	138,204	1.00
60078	MCSO Logistics Unit	989,322	0	989,322	4.00
60079	MCSO Procurement & Warehouse	992,789	0	992,789	7.77
60080	MCSO Property & Laundry	2,499,568	0	2,499,568	19.00
60081	MCSO Commissary	0	719,172	719,172	3.73
60083	MCSO Domestic Violence Enhanced Response GF Back-fill	19,036	0	19,036	0.15
60084	MCSO Gang Enforcement Deputy	0	274,454	274,454	2.00
60085	MCSO Hornet Trail Rescue and Wilderness Law Enforcement Services Team	<u>20,054</u>	<u>0</u>	20,054	0.00
	Total Sheriff's Office	112,137,579	15,829,648	127,967,228	781.32

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Program #60000 - MCSO Executive Office

Program Contact: Sheriff Dan Staton 7/7/2014

Sheriff **Department:**

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff and executive staff engage the community in defining and prioritizing public safety needs. The Sheriff establishes agency direction and standards to consistently demonstrate responsible leadership. The Sheriff and executive staff ensure that citizens both trust and believe that they are receiving a quality level of law enforcement and corrections services.

Program Summary

Executive staff work with other agencies and departments to ensure the public safety system is balanced, works effectively together, and meets the expectations of the community in a fair and equitable manner. The Sheriff frequently contacts business and community leaders to assess and define their needs and then applies that information to the priorities and strategies of the agency. The Sheriff is a member of the Oregon State Sheriff's Association which guides industry standards and policies. The Sheriff maintains regular communications with employee, union, community, and government leaders. The Sheriff swears in sworn employees, conveying a personal commitment between the employee and Sheriff. Through the Public Information Officer, the community is informed and educated about important issues relating to the Sheriff's Office. Independent reviews of revenues and expenditures are routinely performed to ensure efficient use of taxpayer's dollars. This program supports the public trust and confidence by identifying and understanding the citizen's need to communicate between themselves and their elected officials. Public interaction through meetings, media events, a public web site, and electronic mail create frequent, genuine-feeling interactions with their elected Sheriff. ORS 206.010 describes the Sheriff as "the chief executive officer and conservator of the peace of the county." Elected countywide, the Sheriff is accountable to the public for delivery of law enforcement and corrections services to ensure all citizens are protected in a fair and equitable manner.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Public Engagements by Executive Staff	251	160	200	200		
Outcome	Number of divisions that achieve the majority of their performance measures	4	4	4	4		
Outcome	Percent of performance measures met agency wide	91	90%	90	90		

Performance Measures Descriptions

Measures represent a summation of total agency performance measures. MCSO has four divisions/sections: exec office (including professional standards), business services, corrections and enforcement.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,159,151	\$0	\$1,211,489	\$0
Contractual Services	\$34,533	\$0	\$35,223	\$0
Materials & Supplies	\$133,962	\$0	\$136,640	\$0
Internal Services	\$276,843	\$0	\$309,886	\$0
Total GF/non-GF	\$1,604,489	\$0	\$1,693,238	\$0
Program Total:	\$1,604,489		\$1,693,238	
Program FTE	8.00	0.00	8.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60000 MCSO Executive Office



Program #60003 - MCSO Human Resources

7/7/2014

Department:SheriffProgram Contact:Jennifer OttProgram Offer Type:SupportProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff's Office Human Resources perform the staffing and personnel functions for its approximately 800 positions and employees.

Program Summary

This program conducts staffing-related functions including: recruitment, position tracking, promotional assessment centers, interviews, fingerprinting, documentation, arrangements for psychological testing, hiring, photography and preparation of identification cards, records maintenance (including compliance with HIPAA rules regarding medical files), termination activities, conduct of labor-management interaction, affirmative action, leave administration including the Family Medical Leave Act, the Oregon Family Leave Act, military leave, Workers Compensation and administrative leave. This program is essential to support the Sheriff's Office's staffing functions. The Sheriff's Office has three unions, is a 24/7 workplace, requires thorough and in depth backgrounds of all employees and maintains a high level of staff security. These conditions require HR to function in a highly specialized environment.

Performan	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of leave requests (Admin/LOA/FMLA/OFLA/WC/Military) processed	420	420	420	420		
Outcome	Percent of all applicants that are screened within two weeks of the closing day	100%	100%	100%	100%		

Performance Measures Descriptions

HR strives to ensure that the increased number of applications is processed in a timely manner as well as ensuring employees' appropriate and applicable state and federally-protected coverage is applied. This comes in an environment of increased FMLA/OFLA usage and where we also continue to address inappropriate sick time usage.

Data are from SAP.

Legal / Contractual Obligation

Support for Sheriff's Mandates, including ORS Chapters 206 and 169. Family Medical Leave Act (FMLA) of 1994. Health Insurance Portability and Accountability Act (HIPAA) of 1996.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,023,217	\$0	\$1,091,671	\$0
Contractual Services	\$11,428	\$0	\$11,657	\$0
Materials & Supplies	\$23,422	\$0	\$23,889	\$0
Internal Services	\$85,802	\$0	\$83,045	\$0
Total GF/non-GF	\$1,143,869	\$0	\$1,210,262	\$0
Program Total:	\$1,143,869		\$1,210,262	
Program FTE	8.00	0.00	9.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60003 MCSO Human Resources



Program #60004 - MCSO Additional Hiring Process Backgrounders

7/7/2014

Department:SheriffProgram Contact:Jennifer Ott

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs: 60003-15

Program Characteristics: One-Time-Only Request

Executive Summary

This program will add 2 backgrounder positions to the Sheriff's Office to assist in the recruitment of staff.

Program Summary

This program is responsible for conducting thorough and complete background investigations for individuals seeking employment with the Sheriff's Office. These investigations include screening and reviewing credit, criminal and driving records; obtaining pertinent police or other investigative reports or materials, researching legal or factual issues, contacting and soliciting information from personal and employment references; and interviewing applicants. Additionally, Background Investigators identify strengths and weaknesses and summarize suitability for employment with the Sheriff's Office.

The consequences of hiring staff with a history of inadequate or inappropriate judgment, poor decision-making skills, unethical or immoral behaviors or an inability to take responsibility for their actions are substantial and may have severe consequences when they are hired into positions with an incredible amount of authority over other people. Ensuring we avoid hiring candidates with these potential liabilities is the primary goal and responsibility of this program

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of background positions filled	-	-	-	2	
Outcome	Number of backgrounds completed	-	-	-	80	

Performance Measures Descriptions

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$175,134	\$0
Total GF/non-GF	\$0	\$0	\$175,134	\$0
Program Total:	\$0		\$175,134	
Program FTE	0.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:



Program #60005 - MCSO Professional Standards

7/7/2014

Department: Sheriff Program Contact: Harry Smith

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Professional Standards consists of the Inspections Unit and the Internal Affairs Unit (IAU). Inspections ensures the agency's operations and staff conform to established policies, procedures, existing laws, and ethical standards through scheduled and unscheduled inspections and audits. IAU investigates allegations of employee misconduct to ensure accountability of MCSO public employees. Professional Standards is headed by an Inspector who reports directly to the elected Sheriff.

Program Summary

Professional Standards ensures accountability through continual inspections and investigations of MCSO operations and personnel. The Inspections Unit develops policies and procedures based on public safety industry best practices. The unit inspects and audits MCSO operations and correctional facilities, facilitates and monitors safety committees, conducts accident reviews, and provides Life Safety education and training. The Inspections Unit conducts performance audits of specific operations to discover and correct policy deficiencies. The Internal Affairs Unit conducts independent investigations of allegations of employee misconduct to ensure the integrity of and confidence in MCSO employees. Each complaint is initially evaluated by a Pre-Investigative Assessment. IAU investigations are conducted in accordance with established due process requirements to ensure accountability of not only employees but the IAU process itself.

MCSO is an agency whose sworn members are authorized by law to arrest and confine citizens against their will. Its sworn members are authorized under justifiable circumstances to take human life. With that enormous responsibility and potential liability, the public deserves assurance that the agency is conducting its mandated duties lawfully, efficiently, and in the most cost-effective manner possible. Professional Standards, operating independent of the chain-of-command and reporting directly to the Sheriff, an elected official in charge of the agency, ensures that accountability.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Total audits of Agency properties and assets and total inquiries	107	120	120	120		
Outcome	Number of processed complaints that required a full IAU investigation	45	35	40	40		
Output	Number of complaints processed via Pre-Investigative Assessment	114	140	150	150		
Outcome	Number of cases initiated to investigate leave abuse	14	5	10	10		

Performance Measures Descriptions

"Total internal audits..." includes: narcotics case audits, weapons audits, weapons destruction processing, program unit audits, property audits, safety inspections, and quality control audits. "Total inquiries" includes investigation and response to security threats to the Multnomah Building (from audit files). "Number of processed complaints..." are those that may result in formal discipline (from IAU databases). "Number of complaints..." is the overall number of complaints received by IAU (from IAU databases). "Number of cases..." data from IAU databases.

Legal / Contractual Obligation

Labor contracts: Deputy Sheriff's Assn.: Article 19 Local 88: Article 17 Mult. Cty. Corr. Deputies Assn: Article 18, MCSO Agency manual

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$915,564	\$0	\$947,519	\$0
Contractual Services	\$71,444	\$0	\$72,873	\$0
Materials & Supplies	\$27,102	\$0	\$27,644	\$0
Internal Services	\$88,878	\$0	\$94,656	\$0
Total GF/non-GF	\$1,102,988	\$0	\$1,142,692	\$0
Program Total:	\$1,102,988		\$1,14	2,692
Program FTE	6.00	0.00	6.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60005 MCSO Professional Standards



Program #60010 - MCSO Business Services Admin

7/7/2014

Department:SheriffProgram Contact:Drew BroshProgram Offer Type:AdministrationProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Division administration provides administrative leadership and strategic direction to the Sheriff's Office Business Services Division. The Division administration turns Sheriff's policies and directives into the Program offers that serve citizens in Multnomah County and support functions within the Corrections and Law Enforcement Divisions.

Program Summary

Business Services is responsible for financial management, information technology (CJIS), planning and research analysis, corrections support, and training. The programs operated by Business Services support both the Corrections and Law Enforcement Divisions which directly contribute to citizens feeling safe at home, work, school and in recreation – primarily the public safety system, social conditions and communities. Programs offered hold offenders accountable for their actions. The Business Services Chief Deputy is responsible for policy development, assignment of resources, and oversight for all Division functions. The Business Services Chief Deputy ensures that programs are assessed for cost effectiveness, are culturally competent, and structured to complement each other within the Sheriff's Office and Multnomah County government.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Performance Measures Met within Division	69%	90%	70%	90%	
Outcome	Corrections Deputy Vacancies Filled	24	25	34	45	

Performance Measures Descriptions

The growing number of vacancies in the Corrections Deputy job classification, combined with the growing number of anticipated retirements, has made management of Corrections Deputy vacancies a major focus of MCSO budget management over the next 5 years. The Corrections Division makes up 67% of the MCSO budget overall, with nearly 80% of that cost directly related to personnel.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$381,156	\$0	\$393,697	\$0
Contractual Services	\$12,475	\$0	\$12,724	\$0
Materials & Supplies	\$895,767	\$0	\$1,097,896	\$0
Internal Services	\$14,656	\$0	\$25,722	\$0
Total GF/non-GF	\$1,304,054	\$0	\$1,530,039	\$0
Program Total:	\$1,304,054		\$1,53	0,039
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Other / Miscellaneous	\$758,338	\$0	\$780,066	\$0
Total Revenue	\$758,338	\$0	\$780,066	\$0

Explanation of Revenues

General Fund:

\$1000 - CD/DVD Sales of Faces of Meth

\$2500 - Donations to Faces of Meth Program

\$776,566 - Departmental Indirect Revenue

Significant Program Changes

Last Year this program was: 60010 MCSO Business Services Admin

Increase in Communications due to increased rate charges by BOEC to unincorporated portion of Multnomah County.



Program #60012 - MCSO Criminal Justice Information Systems

7/7/2014

Department: Sheriff **Program Contact:** Andrew Potter

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Criminal Justice Information Systems (CJIS) Unit's goal is to provide the highest quality, most cost effective IT services to MCSO users, so that they can provide exemplary service for a safe livable community. The CJIS Unit strives to provide the right information to the right people in a timely manner to make informed decisions.

Program Summary

The MCSO CJIS Unit supports all aspects of IT for the Sheriff's Office, including but not limited to PCs, laptops, servers, printers, directory services (including email, authentication and security), mobile computer systems in the MCSO fleet and a number of CJIS and non-CJIS applications. MCSO currently supports upwards of 3000 users, between our internal users and partner agency users, which all need access to SWIS, IWS (Mugshot system) and other MCSO supported shared applications. The CJIS Unit works closely with Justice Partner agencies to provide their users access to MCSO applications. MCSO CJIS also supports external partners' access and authentication to MCSO CJIS applications as well as public access to MCSO data via our web site at www.mcso.us. MCSO CJIS is a partner with Multnomah County District Attorney IT, Portland Police IT and Multnomah County IT in collaborative work to benefit our agencies and our customers.

MCSO CJIS supports over 500 desktop PCs, 100 mobile data connections, 150 network printers, 100 servers and over 3000 users between MCSO staff, volunteers and External Partners needing access to MCSO CJIS Applications and IT Systems.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of work orders completed	4,149	4,200	3,800	4,000	
Outcome	Average time to complete work orders (hours)	110	125	90	100	

Performance Measures Descriptions

Note: some work orders take several days or weeks to complete, while others are completed within a few minutes. How long projects are tracked was modified which resulted in reducing time and the total number of tickets.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,047,305	\$0	\$1,186,887	\$0
Contractual Services	\$20,450	\$0	\$20,859	\$0
Materials & Supplies	\$345,341	\$0	\$580,248	\$0
Internal Services	\$3,259,343	\$0	\$3,183,773	\$0
Total GF/non-GF	\$4,672,439	\$0	\$4,971,767	\$0
Program Total:	\$4,67	\$4,672,439		1,767
Program FTE	7.00	0.00	7.00	0.00

Program Revenues				
Service Charges	\$2,700	\$0	\$6,100	\$0
Total Revenue	\$2,700	\$0	\$6,100	\$0

Explanation of Revenues

General Fund:

\$3600 - Requests for Arrest Reports

\$2500 - Crime Capture Reports - PPB/Gresham/FBI

Significant Program Changes

Last Year this program was: 60012 MCSO Criminal Justice Information Systems

Increase in Repairs/Maint due to kiosk installation project costs from facilities. Increase in Supplies for replacement of Toughbooks for the Patrol Unit and the Close Street Supervision Unit.



Program #60013 - MCSO Fiscal Unit

7/7/2014

Department: Sheriff Program Contact: Wanda Yantis

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The MCSO Fiscal Unit program provides comprehensive financial services to the Multnomah County Sheriff's Office in support of the agency's public safety operations. The Sheriff's Office annual budget is over \$120 million dollars and is funded from a variety of sources including County general fund; State and Federal grants, intergovernmental agreements; service fees and contracts; as well as through service agreements with local jurisdictions.

Program Summary

The Fiscal Unit gathers financial data, enters and processes transactions through the County financial system (SAP), conducts analysis, and reports financial information to the management team so that strategic operational decisions can be made. The Fiscal Unit makes certain that funds are available for running the agency's operating programs and documents their use by performing: budget development, modification and monitoring; fiscal projections; accounts receivable and payable; inmate welfare fund accounting and deposits; contract development and monitoring; grant accounting; travel and training processing; as well as monitoring County internal service reimbursements.

The Fiscal Unit provides monthly financial reports to management and information for the County's annual audit. Oregon budget law, County financial policies, County administrative procedures and internal controls are implemented and upheld by the Fiscal Unit. The Fiscal Unit works with the Planning & Research Unit and the Executive Office in providing information to the public.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percent of payments over 60 days	3.8%	5%	3.7%	4%	
Outcome	Number of accounts payable payments made	4,133	5,000	3,800	5,000	

Performance Measures Descriptions

County policy is to have payments made within 30 days of invoice, the data is from SAP on actual payment date versus invoice date. The Outcome measure of payments made reflects the volume of checks processed by the unit with the outcome of vendors paid.

Legal / Contractual Obligation

Assist in the contract development and procurement process as well as provide accounting and time information reports on contracts, grants and IGA's for the Sheriff's Office.

ORS Chapter 294 — County and Municipal Financial Administration

ORS 206.020 Keeping records of and disposition of fees.

ORS 294.085 Examining books and papers of county officers.

ORS 297.515 County audits include judicial and law enforcement agencies and officers

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$699,998	\$0	\$799,324	\$0
Contractual Services	\$908	\$0	\$926	\$0
Materials & Supplies	\$13,264	\$0	\$13,529	\$0
Internal Services	\$67,021	\$0	\$69,593	\$0
Total GF/non-GF	\$781,191	\$0	\$883,372	\$0
Program Total:	\$781,191		\$883	3,372
Program FTE	6.00	0.00	7.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60013 MCSO Fiscal Unit

Moved 1 Fiscal Specialist 1 FTE from Program Offer 60045-15 MCSO Inmate Welfare to this Program Offer.



Program #60014 - MCSO Time & Attendance Unit

7/7/2014

Department: Sheriff **Program Contact:** Wanda Yantis

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Time and Attendance Unit's role is to provide time entry, audit, and reporting to management ensuring that agency staff are accurately paid as well as policies, contract language, and work rules are being consistently followed. The Unit works with employees and management to resolve any overpayment/underpayment issues that occur.

Program Summary

The Time & Attendance Unit's responsibility is to enter and report working and non-working time accurately and in a timely manner for the approximately 800 Sheriff's Office employees. The Sheriff's Office is a 24 hour, 365 days per year operation with many different employee schedules. The Unit performs time audits before the payroll cycle is run to ensure that employees are accurately paid and issues are found before they become paycheck problems.

The management of time is an important element to the efficient use of public money and is a common issue in 24/7 public safety operations across the nation. The Time & Attendance Unit is a major component of the Sheriff's Office time management and accountability initiative which includes appropriate levels of staffing; use of overtime; use of planned time off such as vacation, personal holidays, and comp time; and the use of sick leave.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Total time entry hours approved per year	1,778,265	1,850,000	1,787,241	1,800,000		
Outcome	Percent of special checks issued due to time entry	17.2%	15%	26.1%	18.2%		

Performance Measures Descriptions

"Percent of special checks issued due to time entry" is the number of special checks issued due to a time entry error (from the Payroll Supervisor) divided by the total number of special checks issued (from SAP). The actual numbers are up this year due to a vacant position and the use of temporary staffing. "Total time entry hours approved..." measures the outcome of the time entry process which is then processed by County Central Payroll resulting in paychecks issued.

Legal / Contractual Obligation

Local 88 Contract; Multnomah County Deputy Sheriff's Contract; Multnomah County Corrections Deputy Association Contract; Multnomah County Personnel Rules; Federal Fair Labor Standards Act; Oregon BOLI laws

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$430,577	\$0	\$433,856	\$0
Materials & Supplies	\$13,543	\$0	\$13,811	\$0
Internal Services	\$53,991	\$0	\$54,830	\$0
Total GF/non-GF	\$498,111	\$0	\$502,496	\$0
Program Total:	\$498,111		\$502,496	
Program FTE	5.00	0.00	5.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60014 MCSO Time & Attendance Unit



Program #60015 - MCSO Planning & Research Unit

7/7/2014

Department: Sheriff **Program Contact:** Shea Marshman

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Planning and Research Unit provides research and analysis services along with technological solutions to the Sheriff's Office to support policy decisions, budget development, and operational effectiveness. Data analysis, reports, and webbased business application tools from this unit meaningfully inform the Sheriff's Office, local public safety partners, and the public as well as supporting the daily operations of the agency.

Program Summary

The Planning and Research Unit supports the needs of the Sheriff's Office through data analysis and web-based development.

Data analysis functions include producing information for policy decisions, budget development, and program support. Specific projects include activity-based costing, budget performance measures, and jail population monitoring. With access to multiple data systems and an effective knowledge of analysis tools, this unit works on issues ranging from examining complex public safety systems to specialized data requests. Specific, ongoing projects include daily reporting of emergency population release data and monthly statistics for jail population, bookings, and the average length of stay for arrestees, pretrial inmates, and sentenced offenders. The unit also engages in cost benefit analysis studies to find and explain appropriate staffing levels. These studies include analyses on compensatory time, overtime, sick time and overall leave. Data analysis and reporting for Sheriff's office program activities is essential to effective budgeting, sound policy, and public accountability.

Web-based development and functions include the support and creation of the technological applications necessary to agency operations. The Planning and Research Development Analyst supports the functions of Telestaff, MCSO's scheduling and staff tracking tool. This facilitates the effective management of 24/7 operations and staffing for a wide range of posts.

Web-based corrections population management tools like CIMS and EZ Writer, developed by the unit's development analyst, are maintained and continue to be enhanced to ensure the safe management of the jail facilities through seamless electronic communication of inmate status. Additional projects include applications that facilitate firearms tracking, database creation tools for human trafficking investigations, and web-based community engagement platforms designed to keep the public informed about the work of the Sheriff's Office.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of quantitative analytics	1,443	1,500	1,618	1,500	
Outcome	Number of qualitative analytics	534	600	418	600	
Output	Number of work requests for CIMS, EZ Writer, and Telestaff	333	300	376	350	

Performance Measures Descriptions

Quantitative analytics refers to numeric documents, datasets, spreadsheets produced and/or analyzed. Qualitative analytics refers to narrative documents produced and/or analyzed. Data do not include files not produced in Excel or Word. Data source: Excel and Word files modified between 7/1/2012 and 6/30/2013 found in U:\P&R\ and U:\RAU\.

[&]quot;Number of work requests..." include request entered into the "Track It" system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$663,615	\$0	\$646,364	\$0
Contractual Services	\$3,970	\$0	\$0	\$0
Materials & Supplies	\$1,476	\$0	\$5,556	\$0
Internal Services	\$38,977	\$0	\$39,852	\$0
Total GF/non-GF	\$708,038	\$0	\$691,771	\$0
Program Total:	\$708,038		\$691,771	
Program FTE	5.00	0.00	5.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60015 MCSO Planning & Research Unit



Program #60021 - MCSO Corrections Support

7/7/2014

Department:SheriffProgram Contact:Joyce GriffinProgram Offer Type:SupportProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Corrections Support Unit maintains records and data concerning every arrestee, pretrial inmate and sentenced offender in MCSO custody. Corrections Support processes inmate bookings, transports, release dates, court orders, release information, and monitors Federal prisoners. CSU also answers the main in-coming public telephone line for the Corrections system, and processes the Forced Population Releases in accordance with the Capacity Management Plan as adopted by the Board of Commissioners. Corrections Support is currently staffed 24 hours per day, 365 days per year.

Program Summary

Corrections Support creates and maintains computerized bookings and releases, captures all inmate mug shots, processes all inmate court orders, calculates release dates for sentences, makes inter and intra-state transport arrangements for inmates and case manages all Federal inmates, Parole and Probation inmates and Fugitive inmates. Corrections Support provides receptionist duties for the MCDC, processes and releases Forced Releases when a Population Emergency arises, answers the primary public telephone line for all Multnomah County Jails, scans and maintains all custody documents according to State archive rules and regulations and schedules and monitors all persons sentenced to serve weekend sentences.

Corrections Support has the responsibility to ensure all arrestee information is entered into multiple criminal justice information systems correctly, quickly and efficiently. In order to ensure the safety and security of corrections staff, law enforcement agencies and the community, Corrections Support must be meticulous and thorough in processing bookings, transports, court orders, sentences and releases. Corrections Support must be diligent in safeguarding the rights of all inmates and arrestees, thereby limiting the county's liability exposure. Corrections Support work extremely closely and cooperatively with other agencies such as the United States Marshal's Service, US Department of Homeland Security, the State of Oregon Court system, the District Attorney's office, and the Department of Community Justice of Multnomah County.

Corrections Support processes and performs the duties associated with Forced Population Releases which occur during a jail population emergency. This ensures the "least dangerous" offenders are released to the community.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of computer bookings	39,192	37,500	40,000	39,000			
Outcome	Number of sentence release date calculations	14,135	14,500	14,000	14,000			

Performance Measures Descriptions

Computer bookings include Standard, In Transit, and Turn Self In bookings.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$3,387,298	\$0	\$3,463,123	\$0
Contractual Services	\$4,182	\$0	\$4,265	\$0
Materials & Supplies	\$69,983	\$0	\$71,382	\$0
Internal Services	\$21,254	\$0	\$25,641	\$0
Total GF/non-GF	\$3,482,717	\$0	\$3,564,411	\$0
Program Total:	\$3,482,717		\$3,56	4,411
Program FTE	37.00	0.00	37.00	0.00

Program Revenues					
Other / Miscellaneous	\$1,000	\$0	\$8,000	\$0	
Service Charges	\$120,000	\$0	\$120,000	\$0	
Total Revenue	\$121,000	\$0	\$128,000	\$0	

Explanation of Revenues

General Fund: \$120,000 - Social Security Incentive Revenue \$8000 - Report Requests

Significant Program Changes

Last Year this program was: 60021 MCSO Corrections Support



Program #60022 - MCSO Training Unit

7/7/2014

Department: Sheriff Program Contact: Mark Matsushima

Program Offer Type: Support Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Training Unit provides the coordination of courses and instruction to meet training requirements for law enforcement, corrections and civilian members. The Training Unit ensures compliance with federal and state laws, MCSO policy, work rules, safety considerations and professional standards, as well as addressing the needs and direction of agency leadership.

Program Summary

The Training Unit delivers the training required by law and administrative rule, and training necessary for certification maintenance, to manage risk, and to support major policy focuses for each year. The Training Unit delivers this through annual in-service training, firearms/defensive tool (see bullet point below for details) training and certification, recruit and new supervisor field training programs, individual unit training support and records maintenance. The Training Unit ensures each member is equipped to perform the necessary duties to support his or her operational task. The Training Unit maintains requirements for all uniform presence in the community, including schools, waterways, patrol districts, courts and jails to ensure reliable and responsible public interaction and protection. The Training Unit ensures state requirements are met regarding newly hired enforcement and corrections deputies field training programs and basic certifications.

Additionally, all sworn members attend mandated occupational health training. MCSO Firearms/Defensive tools consist of Pistol, Rifle, TASER, OC, Baton, Shotgun (lethal), Shotgun (less-Lethal), 40 MM (less-Lethal), Pepper Ball Gun (less-Lethal), FN 303 (less-Lethal).

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Training sessions held	452	585	520	545			
Outcome	Students receiving training	6560	5800	3700	6300			
Output	Firearm and defensive tool training	244	275	150	200			
Outcome	Qualifications, certifications and re-certs to carry firearms/defensive tools	1700	2600	1140	1600			

Performance Measures Descriptions

"Training sessions held" includes in-service training, special classes offered, firearms qualification sessions, ORPAT sessions, classes hosted by MCSO. "Number of students..." is the number of students served (individuals may represent multiple students). "Number of firearm..." is the training sessions offered in training, qualification, certification, and recertification in firearms, OC, TASER, baton, and other weapons. "Number of qualifications..." is each member's certifications each year, which require multiple training sessions. Data from Skills Manager database.

Basic certification requirement for law enforcement and corrections - Oregon Administrative Rule 259-008-0025 (1)(a) Certification requirements for enforcement and corrections supervisors - OAR 259-008-0025 (3) Certification requirements for enforcement and corrections middle managers - OAR 259-008-0025 (4) Law Enforcement members must additionally maintain a certain number and type of training hours under maintenance standards for police - OAR 259-008-0065 (2) (a,b) The Training Unit command officer is designated by the agency to report and track all convictions of sworn members to DPSST, a requirement under OAR 259-008-0010 (5)

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$816,861	\$7,624	\$856,082	\$7,511
Materials & Supplies	\$158,007	\$6,294	\$161,168	\$6,367
Internal Services	\$118,635	\$1,082	\$122,995	\$1,122
Total GF/non-GF	\$1,093,503	\$15,000	\$1,140,245	\$15,000
Program Total:	\$1,108,503		\$1,15	5,245
Program FTE	6.00	0.00	6.00	0.00

Program Revenues					
Indirect for Dept. Admin	\$781	\$0	\$797	\$0	
Service Charges	\$0	\$15,000	\$0	\$15,000	
Total Revenue	\$781	\$15,000	\$797	\$15,000	

Explanation of Revenues

Special Ops Fund:

\$15,000 - Reimbursement for Usage of Training Facility

Significant Program Changes

Last Year this program was: 60022 MCSO Training Unit



Program #60023A - MCSO Crisis Intervention Training - Patrol Enhanced

7/7/2014

Department: Sheriff Program Contact: Mark Matsushima

Program Offer Type: Innovative/New Program Program Offer Stage: As Adopted

Related Programs: 60023B-15; 60023C-15 **Program Characteristics:** One-Time-Only Request

Executive Summary

To provide the basic 40 hour Crisis Intervention Training block of instruction directed at public safety staff in identifying and working with persons in mental health crisis. This includes identification of mental illnesses; gaining a greater understanding of persons in mental health crisis; strategies for working with the mentally ill; communication and deescalation techniques; legal challenges of commitment hearings and alternatives to commitment; and a greater understanding of emergent and community based services.

Program Summary

Past Program Offer #60050A-MCSO CIT-Law Enforcement was adopted to meet the requirements of Board Resolution 06-185 and law enforcement professional standards and practices that all law enforcement deputies to receive a base level (40 hours) of Crisis Intervention Training (CIT). This training provides a "toolbox" of "best practices" response and services to persons in mental health crisis in rapidly evolving critical and non-emergency contact circumstances. The original funding for this program ended in 2007 with all law enforcement deputies employed at the time having completed the training.

Since the end of the original funding, thirty four new law enforcement deputies have been hired and are in need of this base level of CIT training. This current program offer is MCSO's continuing dedication and plan to adhere to the Board's existing resolution and law enforcement standards and practices in providing this focused training to best serve a vulnerable population.

MCSO training will follow the standardized CIT training model as offered by the Clackamas County Sheriff's Office including nationally recognized certification in Mental Health First Aid. Following this model curriculum ensures standardization and consistency in training, and coordination and facilitation of the training by MCSO also provides for a cost effective alternative to contracting with outside service providers.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of students trained	-	-	-	33			
Outcome	Percent of sworn members in enforcement division that are trained	-	-	-	35%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$71,500	\$0
Contractual Services	\$0	\$0	\$4,600	\$0
Materials & Supplies	\$0	\$0	\$5,000	\$0
Total GF/non-GF	\$0	\$0	\$81,100	\$0
Program Total:	\$	0	\$81	,100
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:



Program #60030 - MCSO Corrections Division Admin

7/7/2014

Department: Sheriff **Program Contact:** Michael Shults

Program Offer Type: Administration Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Corrections Division administration provides administrative leadership and strategic direction to the Sheriff's Office Corrections Division. The Division administration turns Sheriff's policies and directives into the Correction's program offers that support the citizens of Multnomah County by providing safe and humane processing of arrestees and constitutionally sound supervision of pretrial inmates and sentenced offenders.

Program Summary

The Corrections Division provides correctional supervision and services within the Sheriff's Office. The Division's priorities are to enhance public safety by ensuring that jail system capacity is maintained and properly supervised, and to collaborate with the Department of Community Justice and other criminal justice partners to create an effective corrections continuum.

The programs operated by the Corrections Division support key factors in citizens feeling safe at home, work, school and play

- namely the public safety system, social conditions and communities. The programs offered hold offenders accountable for their actions, provide opportunities for treatment, provide rehabilitation resources and pro-social cognitive training.

Division Directors are responsible for policy development, the assignment of resources, and oversight for all Division functions. They provide supervision, coordination and management to the Divisions, working with the operational managers and the Executive Office to ensure cost-effective and culturally competent programs for Multnomah County.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Percent performance measurements met in Division	93%	90%	90%	90%		
Outcome	Number of voluntary resignations in Division	33	20	38	20		

Performance Measures Descriptions

"Percent performance measures met in Division" represents a summation of total Division performance measures. Does not include Corrections Admin.

"Number of voluntary resignations" come from Human Resources. The number provides a view of organizational health.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$787,287	\$371,161	\$757,989	\$0
Contractual Services	\$307,869	\$0	\$314,026	\$0
Materials & Supplies	\$76,335	\$0	\$77,862	\$0
Internal Services	\$48,248	\$28,839	\$56,261	\$0
Total GF/non-GF	\$1,219,739	\$400,000	\$1,206,137	\$0
Program Total: \$1,619,739		\$1,20	6,137	
Program FTE	3.00	0.00	4.82	0.00

Program Revenues				
Indirect for Dept. Admin	\$20,822	\$0	\$0	\$0
Intergovernmental	\$0	\$400,000	\$0	\$0
Other / Miscellaneous	\$0	\$0	\$1,250	\$0
Service Charges	\$2,000	\$0	\$700	\$0
Total Revenue	\$22,822	\$400,000	\$1,950	\$0

Explanation of Revenues

General Fund: \$700 - Marriage Fees & Room and Board \$1250 - Restitution Fines

Significant Program Changes

Last Year this program was: 60030 MCSO Corrections Division Admin

Move 1.82 FTE from Program Offer 60040A-15 MCSO Detention Center to this program Offer.

Move SCAAP Grant funding from this program offer to Program Offer 60040A-15 MCSO Detention Center program offer.



Program #60032 - MCSO Transport

7/7/2014

Department: Sheriff Program Contact: Raimond Adgers

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Transport Unit is responsible for moving pretrial inmates and sentenced offenders to courts, Multnomah County Corrections facilities, State Corrections Institutions, and to act as one of the Hub locations for the multi-state cooperative transport system. The transport Unit also provides transportation assistance to the Court Services Unit for the transports of high risk inmates to and from the corrections facilities and the courts to include transports of adult offenders appearing in Juvenile courts.

Program Summary

The Transport Unit interfaces with all MCSO Corrections facilities and the court system. In addition to transporting inmates among the jail facilities and to court, the unit transports inmates released by the courts, transferred to State Prisons, the State Hospital and at times to medical appointments outside of corrections facilities. The Transport Unit also is a main component of the Multi-state Cooperative Transport System, which shares resources to move inmates among different jurisdictions in various sized buses and vans. The Transport Unit moves inmates to Eastern Oregon once a week and to Salem twice a week as part of the coordinated multi-state shuttle system.

The Transport Unit contributes to Public Safety by supporting offender accountability as part of the Multnomah County jail system. The function also enhances Government Accountability with taxpayer savings as a result of the Multi-state Cooperative Transport System that cost-effectively moves prisoners among jurisdictions.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of inmates moved	49,050	60000	49,500	60,000		
Outcome	Number of major incidents	3	10	4	5		
Outcome	Number of miles traveled	193,205	190,000	192,000	193,000		

Performance Measures Descriptions

Data taken from Transport Unit daily stats placed in excel program. Numbers of inmates moved is predicated on intrasytem transports and local and statewide use of the interstate HUB system. MCSO is designated as 1 of 3 HUB to centralize transport connections between counties within the state of oregon connecting to bordering states

ORS 206.010 Duties of Sheriff (3) ORS 169.320 Control of Prisoners ORS. 169.076 (14) Legal materials/access

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,362,388	\$0	\$2,544,166	\$0
Materials & Supplies	\$32,533	\$0	\$33,183	\$0
Internal Services	\$217,271	\$0	\$192,626	\$0
Capital Outlay	\$5,424	\$0	\$5,424	\$0
Total GF/non-GF	\$2,617,616	\$0	\$2,775,400	\$0
Program Total:	\$2,617,616		\$2,77	5,400
Program FTE	16.00	0.00	16.00	0.00

Program Revenues					
Service Charges	\$50,000	\$0	\$20,000	\$0	
Total Revenue	\$50,000	\$0	\$20,000	\$0	

Explanation of Revenues

General Fund:

\$20,000 - Interstate Fugitive Shuttle and Transfer of State Wards

Significant Program Changes

Last Year this program was: 60032 MCSO Transport



Program #60033A - MCSO Booking & Release

7/7/2014

Department: Sheriff Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Booking is the process by which persons subject to arrest enter the criminal justice system. The MCSO Booking Facility serves all Law Enforcement agencies in the county; safely and efficiently admitting and releasing arrestees, and readying them for transfer to both MCSO facilities and outside agencies. The Booking Facility has 18 beds that are included in the jail system bed count.

Program Summary

Booking is located in the basement of the Multnomah County Detention Center. Every person arrested in the County is processed through the MCSO Booking Facility. Highly trained staff process these people to safely admit them to the criminal justice system. The booking process includes thorough checks for identity and for possible additional warrants.

Booking works collaboratively with Corrections Health who provide medical screening and care to those arrested. A registered nurse from corrections health sees each person to identify and isolate individuals who appear potentially contagious, seriously ill, injured or dangerous, thus protecting the health and safety of the person, the staff, and the community. Also, as part of the booking process, the Recog Unit interviews all defendants with a pending local charge.

Release, located on the second floor of MCDC, is the office through which every arrestee and inmate who is released from custody must pass to return to the community.

The Sheriff is under statutory obligation to maintain the jail system. Booking and release act as the "Enter" and "Exit" doors to this system, providing a process allowing arrestees to be positively identified, medically screened and treated, assigned court dates relative to their local charges and released or transferred to MCSO jail facilities or scheduled for transport to outside agencies. Corrections Health is the only health care available inside the jail.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of standard and in transit bookings processed	37,434	36,700	38,604	36,700			
Outcome	Number of releases processed to MCDC	37,419	36,800	38,820	36,800			

Performance Measures Descriptions

The number of bookings processed and the number of releases processed to MCDC are distinct measures. Per Captain Lindstrand, booking is a program that processes arrestees into the corrections system. The booking process includes search, identification, corrections health and state recog as well as property storage. Booking is a process and not a program per se. Release is a function that supports booking as well as the entire system. Programs may be associated with release as to placement and transition back into the community.

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under those same laws, local detention facility managers are mandated to operate safe and humane facilities. The right to health care in jail is legally mandated under Federal and state law. When an individual is arrested and incarcerated, the obligation for health care falls upon the government as a matter of constitutional law, enforceable under the U.S. Constitution's 8th Amendment and the 14th Amendment's due process clause.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$8,030,998	\$0	\$7,743,772	\$0
Materials & Supplies	\$271,766	\$0	\$277,201	\$0
Total GF/non-GF	\$8,302,764	\$0	\$8,020,973	\$0
Program Total:	\$8,30	\$8,302,764		0,973
Program FTE	58.24	0.00	58.24	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60033A MCSO Booking & Release



Program #60033B - MCSO Gresham Temporary Hold

7/7/2014

Department: Sheriff Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Gresham Temporary Holding (GTH) operation, located at the Gresham Police Department, is designed to reduce transportation time and cost by allowing officers with arrestees to transfer custody to the Sheriff's Office in Gresham, rather than at the Sheriff's main booking facility in downtown Portland. The cost to operate Gresham Temporary Hold facility is much less than the cost of patrol resources lost by transporting arrestee's to the downtown Portland booking facility.

Program Summary

Booking is the process by which the suspected offender on the street becomes the arrestee in custody. Gresham Temporary Holding serves all Law Enforcement agencies in East county, safely and efficiently admitting and readying arrestees for transfer to the Sheriff's booking facility at the Multnomah County Detention Center. Arrestees are screened for appropriate charges and medical concerns, and if found suitable for temporary holding, are admitted into Sheriff's Office custody. The arrestee is then searched, arrestee property is receipted and the arrestee awaits transport to the Detention Center downtown.

GTH saves time for patrol, allowing them to maximize resources, livability, and the feeling of safety for all east Multnomah County residents.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of inmates accepted	1,535	1,448	1,556	1,500			
Outcome	% inmates accepted successfully transported to MCDC	100%	100%	100%	100%			

Performance Measures Descriptions

It is estimated that for each inmate accepted at Gresham Temp Holding two hours of officer time is saved. GTH data come from the monthly GTH report.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$146,348	\$0
Total GF/non-GF	\$0	\$0	\$146,348	\$0
Program Total:	\$0		\$146	,348
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Service Charges	\$0	\$0	\$80,493	\$0
Total Revenue	\$0	\$0	\$80,493	\$0

Explanation of Revenues

General Fund:

\$66,412 - Gresham PD portion of Gresham Temp Hold services

\$4260 - Fairview PD portion of Gresham Temp Hold services

\$9821 - Troutdale PD portion of Gresham Temp Hold services

Significant Program Changes

Last Year this program was:



Program #60034A - MCSO Court Services - Courthouse

7/7/2014

Department: Sheriff Program Contact: Raimond Adgers

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Multnomah County Sheriff's Office Court Services Unit provides for the protection of the courts, judicial staff and the public and provides for a safe courtroom environment. Additional duties include escorting inmates determined high risk from corrections facilities to and from court proceedings, taking persons into custody when ordered by the court, providing public service within the court building, and maintaining safe and secure Court Holding areas for inmates. Deputies while on duty are on-call for emergency response to all locations throughout the Courthouse.

Program Summary

The Court Services Unit (CSU) provides security for and interacts with the State Courts at the Multnomah County Courthouse, and is on-call to provide security to the Arraignment Court at the Justice Center. CSU is responsible for the supervision of inmates in court, which includes operation of Court Holding areas. Deputies also provide security escorts to and from vehicle transport and supplement security in the lobby and courthouse building. Depending on the behavior, charges and classification of the inmate, it may require more than one deputy be present in the courtroom. CSU supervises an average of 60-80 court matters a day. These proceedings may take 30 minutes, or up to a 8-10 hour day(s) if the matter is a jury trial. The Court Security Deputies conduct intra-system transports to and from the juvenile detention and the courthouse. These transports become more detailed in safety as need for separation of juvenile defendants from adult defendants.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of individuals taken into custody	974	2200	1000	1200			
Outcome	Number of court proceedings requiring a staff member	9,234	10,100	9,400	9,500			

Performance Measures Descriptions

"Number of individuals taken into custody" represents book and keeps as ordered by the Judges and warrants discovered during court proceedings and those who turn themselves into custody. Data retrieved from Courthouse Facility stats which are recorded daily.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$3,249,831	\$0	\$3,369,946	\$0
Contractual Services	\$2,935	\$0	\$2,994	\$0
Materials & Supplies	\$101,142	\$0	\$103,168	\$0
Internal Services	\$256,249	\$0	\$291,359	\$0
Total GF/non-GF	\$3,610,157	\$0	\$3,767,467	\$0
Program Total:	\$3,610,157		\$3,76	7,467
Program FTE	23.00	0.00	23.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60034A MCSO Court Services - Courthouse



Program #60034B - MCSO Court Services - Justice Center

7/7/2014

Department: Sheriff **Program Contact:** Raimond Adgers

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff's Office Court Security Unit includes provisions for court security and safety at the Multnomah County Justice Arraignment courts, escorting inmates from jails to court proceedings and taking persons into custody when ordered by the court. Court security is an integrated approach to the judicial process that ensures the integrity and safety of the court system and its participants, by effectively evaluating, planning and pro-actively managing threats and potential threats directed to the court system while providing a safe court environment for the judiciary and all attending from the public.

Program Summary

The Court Services Unit provides security for the four Arraignment Courts located at the Justice Center. These are extremely busy with community courts, felony and misdemeanor arraignments and hearings, with both in custody and numerous defendants from the public, creating the need for a safe courtroom environment.

The Sheriff is mandated to provide security for the Courts and to provide safe and secure access to the court(s) for inmates, a direct link to Offender Accountability. Arraignment is the first step of the court process for a defendant and critical to the court process. Lack of court security would create severe delays, due to increased security concerns.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of court proceedings requiring a staff member	480	550	500	525			
Outcome	Number of major incidents	5	8	7	8			

Performance Measures Descriptions

"Major incidents" include use of force incidents, escapes, medical and disruptive behavior by court participants which result in their exclusion. Data retrieved from Justice Center Court tracking sheets.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$977,027	\$0	\$1,018,699	\$0
Materials & Supplies	\$4,495	\$0	\$4,585	\$0
Internal Services	\$530	\$0	\$610	\$0
Total GF/non-GF	\$982,052	\$0	\$1,023,894	\$0
Program Total:	\$982,052		\$1,02	3,894
Program FTE	7.00	0.00	7.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60034B MCSO Court Services - Justice Center



Program #60034C - MCSO Court Services - JJC

war Cantast: Daimand Adams

7/7/2014

Department: Sheriff **Program Contact:** Raimond Adgers

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer provides for Law Enforcement Deputy Sheriff services to the court(s) of the Juvenile Justice Complex. Deputies assigned to the Juvenile Justice Complex are part of an integrated approach to the juvenile judicial process which ensures the integrity and safety of the juvenile courts, its participants and the facility by effectively evaluating, planning and proactively managing safety and potential threats toward the court system. Deputies also deliver juvenile defendants to and from court matters as required by state statute.

Program Summary

Deputy Sheriff Services are necessary to both the delivery of defendants and security of the court facility and operation. Deputy Sheriff presence allows for response to incidents within the court rooms and facility as a whole. Deputies assigned assist with coordination of internal movement of juveniles with detention staff and counselors to court proceedings and attorney visitation. The Deputy's presence in the courtroom is essential for safety to the judiciary, staff and public as many of the proceedings convene as family dependency cases, related domestic cases and Measure 11 youth. In additional to court system responsibilities, deputies conduct transports of juveniles to and from Oregon Youth Authority facilities, at times assisting in transporting juveniles to court proceedings arranged at the courthouse in downtown Portland. The Sheriff is mandated to provide security for the Courts and to provide access to the court for juvenile defendants, a direct link to Offender Accountability. Delays can result in criminal justice complications, which may lead to legal action or other proceedings by the Courts. Delays also contribute to slow courts.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of persons taken into custody	85	150	138	140	
Outcome	Calls for assistance	337	325	325	330	

Performance Measures Descriptions

Number of persons taken into custody represents the number of "book and keeps" and warrants. "Calls for assistance" are calls for law enforcement deputies to assist in courtrooms, etc.

Data from JJC Court Facility stats.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$255,420	\$0	\$257,424	\$0
Internal Services	\$258	\$0	\$297	\$0
Total GF/non-GF	\$255,678	\$0	\$257,721	\$0
Program Total:	\$255,678		\$257	7,721
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60034C MCSO Court Services - JJC



Program #60034D - MCSO Turn Self In Program

Program Contact: Raimond Adgers 7/7/2014

Sheriff **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The (TSI) "Turn Self In" program provides a formal sentencing alternative by which the courts can impose a sentence to incarceration over a period of weekend days. This program allows for an offender to maintain their employment and/or other family and life obligations within the community. Two Corrections Deputy FTE are associated with this program.

Program Summary

The weekend TSI program operated at the Courthouse Jail Holding area creates budget efficiencies for the County by allowing offenders to serve sentences without needing to utilize all services provided for custody at the County Correctional Facilities. The TSI program minimizes the cost of services to include, medical, overnight stay costs, and minimal need for staffing as associated with jail beds. The TSI program averages 40 to 50 offenders each weekend day.

Offenders serve their weekend time at the Courthouse so as not to interfere with the mainstream jail system and operational processes. For those who are employed or have community obligations acceptable to the court, the TSI sentencing program provides opportunities to maintain employment, support successful reentry into the community while ensuring judgments of the courts are fulfilled. Without the TSI program, judges would have to sentence offenders to probation or jail. With the level of offender normally sentenced to TSI, probation will be the likely option, reducing judicial options supporting Offender Accountability.

In conjunction with the Corrections Volunteer program, offenders sentenced to the weekend TSI program are afforded the opportunity to participate in AA and/or NA meetings. This is a volunteer program and the offender is not required to attend.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Weekend TSIs scheduled	1,688	2,500	1,700	1,800			
Outcome	Percent of Weekend TSIs who show as scheduled	82%	99%	90%	90%			

Performance Measures Descriptions

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$262,217	\$0	\$257,854	\$0
Total GF/non-GF	\$262,217	\$0	\$257,854	\$0
Program Total:	\$262,217		\$257	',854
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60034D MCSO Turn Self In Program



Program #60035A - MCSO Facility Security - Courts

7/7/2014

Department: Sheriff Program Contact: Elizabeth Daily

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Facility Security Unit (FSU) is the first level of defense and security for public safety and emergency preparedness in the Multnomah County courts. Facility Security Officers (FSO's) deter the introduction of weapons into the courts by screening entrants via x- ray and magnetometer equipment. The security screening process and the presence of FSO's deter disruptions to court operations.

Program Summary

The FSU provides external and internal security to the downtown Courthouse, the Justice Center courts, and the Gresham Court through electronic security screening, uniformed presence, and security patrols. The FSOs provide citizens and employees with a safe and secure environment in which to conduct their business by security screening of all persons entering the court facilities. The FSOs, working in collaboration with other agencies and the State Court prevent disruption of services to the public so court business may be conducted in a safe environment. Persons entering the courts may be emotionally distraught, under the influence of intoxicants, or involved in situations of domestic abuse. The FSO's are the first, positive contact point for all of these persons; whether it is for information, referral, or public safety.

The core functions of the FSU are public safety, security, assistance and referral. The presence of uniformed FSO's helps to deter disturbances and criminal activity in the courts; when court operations are interrupted it costs the taxpayers money. The effectiveness of FSO's is seen in the low ratio of exclusions to the number of persons screened.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of persons screened for entry	429,115	550,000	445,000	465,000			
Outcome	Number of exclusions	1	10	6	7			

Performance Measures Descriptions

Courts include Courthouse, Juvenile Justice, Gresham Ct, and MCDC. Data from the FSO statistics database.

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract

ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,084,539	\$472,674	\$1,028,914	\$581,772
Contractual Services	\$226	\$0	\$231	\$0
Materials & Supplies	\$20,420	\$657	\$20,830	\$656
Internal Services	\$0	\$36,778	\$0	\$47,060
Capital Outlay	\$0	\$0	\$122,500	\$0
Total GF/non-GF	\$1,105,185	\$510,109	\$1,172,475	\$629,488
Program Total:	\$1,61	\$1,615,294		1,964
Program FTE	11.60	5.00	10.60	6.00

Program Revenues					
Indirect for Dept. Admin	\$26,554	\$0	\$33,431	\$0	
Fees, Permits & Charges	\$0	\$0	\$0	\$0	
Other / Miscellaneous	\$11,784	\$510,109	\$11,655	\$629,488	
Total Revenue	\$38,338	\$510,109	\$45,086	\$629,488	

Explanation of Revenues

General Fund:

\$11,655 - Security Services for Parenting Classes (4.5 Hrs X 70 Classes X \$37.00)

Special Ops Fund:

\$629,488 - Court Revenues for Court Security Services. This amount is based on how much has been received during the first 6 months of Fiscal Year 2014

Significant Program Changes

Last Year this program was: 60035A MCSO Facility Security - Courts

Increase in Capital Equipment for the replacement of x-ray machines and metal detectors.



Program #60035B - MCSO Facility Security - Jails

Elizabeth Daily

7/7/2014

Sheriff **Program Contact: Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Facility Security Officers (FSOs) are the first line of security at the jail facilities. The FSOs who work the Jail Public Desks are often the only contact available to the public and professional persons requiring assistance with inmate business such as bail, visiting, inmate money and inmate property transactions. The FSO's also provide facility security and safety by controlling and monitoring foot and vehicular access to the lower levels of the Multnomah County Detention Center. FSO's provide public safety by their uniformed presence, facility patrols and the security screening of entrants into the iail areas.

Program Summary

FSOs provide the public contact point for persons, both the public and professionals (i.e. attorneys), who need to conduct inmate business such as visiting, bail, and inmate property and money transactions. FSOs help ensure public safety by acting as a uniformed deterrent to disruptions within the facility, and prevent the introduction of weapons or contraband into jail facilities through visitor screening. The FSU conducts records checks for Facility Property Management, Corrections Health, Programs, Food Service, and others who need access to the jail. The Facility Security Unit (FSU) works closely with other agencies and MCSO units to facilitate inmate business transactions. People are often discouraged when trying to navigate through the criminal justice system, and FSOs provide person to person assistance to the public. The FSOs ensure continuity of jail operations by providing a safe environment for the public to transact their business. The effectiveness of our presence is seen in the low of persons excluded from visitor areas against the high number of service requests forms processed.

Performa	nce Measures				
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer
Output	Number into MCDC and MCIJ	147,369	145,000	162,152	165,000
Outcome	Number of service requests from jail	74,740	70,000	64,270	67,000
Outcome	Number of exclusions from MCDC and MCIJ	4	15	2	5

Performance Measures Descriptions

Data from the FSO statistics database.

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract ORS 451.010 – Facility and services counties may provide by service district ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,849,730	\$0	\$1,891,791	\$0
Contractual Services	\$370	\$0	\$378	\$0
Materials & Supplies	\$33,319	\$0	\$33,985	\$0
Internal Services	\$16,787	\$0	\$39,844	\$0
Capital Outlay	\$0	\$0	\$81,585	\$0
Total GF/non-GF	\$1,900,206	\$0	\$2,047,583	\$0
Program Total:	\$1,900	\$1,900,206		7,583
Program FTE	21.50	0.00	21.50	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60035B MCSO Facility Security - Jails

Increase in Capital Equipment for the replacement of x-ray machines and metal detectors.



Program #60035C - MCSO Facility Security - Library

Program Contact: Elizabeth Daily 7/7/2014

Sheriff **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Facility Security Unit (FSU) is the front line of defense and the first visible resource for people requiring public safety assistance within the Multnomah County Library system. Part of the core functions of the FSU is to provide assistance in the area of public safety coupled with facility security. The presence of uniformed MCSO employees acts as a deterrent to disruptions and criminal activity within library facilities.

Program Summary

The FSU is an integral part of the popular Multnomah County Public Library system. The FSU provides a resource for persons needing public safety assistance or information and referral to other public entities. The FSU provides both external and internal security for the Central Library, Midland, N. Portland, Holgate, Hollywood, Rockwood and Gresham branch libraries. The presence of uniformed FSOs creates a sense of well being and safety for the citizens who use the libraries and the County employees working in the libraries. The libraries often experience problems with persons under the influence of drugs or alcohol, persons who are being disruptive, a transient population using the library as a safe haven, and persons who may pose a danger to the public and employees. The FSOs maintain security and provide a calm, secure atmosphere by handling all of these persons and situations in a professional and reasonable manner. The presence of uniformed FSOs enables the library patrons to enjoy the libraries and conduct their business in a safe and inviting atmosphere. The FSOs are a deterrent to disruptions and criminal activity in the libraries. The effectiveness of our work is seen in the low number of exclusions of person from the libraries to persons served.

Performar	nce Measures				
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer
Output	Number of library patrons	2,530,953	2,700,000	2,829,654	2,900,000
Outcome	FSO calls for enforcement back up	53	110	72	80

Performance Measures Descriptions

Number of patrons is from the Central Library and the Gresham, Holgate, N. Portland, Hollywood, Midland branches. Estimates are based on estimates from current entries.

Data from the FSO statistics database and library statistics.

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract ORS 451.010 – Facility and services counties may provide by service district ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$678,397	\$0	\$634,068	\$0
Internal Services	\$393	\$0	\$0	\$0
Total GF/non-GF	\$678,790	\$0	\$634,068	\$0
Program Total:	\$678,790		\$634	,068
Program FTE	7.00	0.00	7.00	0.00

Program Revenues				
Other / Miscellaneous	\$708,408	\$0	\$702,991	\$0
Total Revenue	\$708,408	\$0	\$702,991	\$0

Explanation of Revenues

General Fund:

\$702,991 Total - Security Services for Multnomah County Libraries, breakdown by branches: \$213,511-Central, \$89,047-Midland, \$114,321-North Portland, \$50,220-Gresham, \$63,416-Holgate, \$40,176-Hollywood, \$81,425-Rockwood, \$50,875-Gregory Heights

Significant Program Changes

Last Year this program was: 60035C MCSO Facility Security - Library



Program #60035D - MCSO Facility Security - JJC

7/7/2014

Sheriff **Program Contact:** Elizabeth Daily **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Facility Security Unit (FSU) is the front line security for the JJC. FSOs are the first contact point for the public and for professional persons, such as attorneys and counselors, entering the Juvenile Justice Center (JJC). The core functions of the FSU include public safety and assistance, security, and referral. These functions are accomplished through one on one contact with the public, entry security screening, and knowledge of the criminal justice system. The presence of uniformed Facility Security Officers (FSOs) helps to deter both disruptions to court operations and criminal activity in the facility.

Program Summary

The Facility Security Officers who work at the JJC are primarily responsible for creating a safe environment for the public, staff, and others who work or visit the JJC. This is done by security screening of all entrants into the facility via x-ray and magnetometer, the presence of uniformed FSOs, area patrols, and one on one contact with the public. Persons entering the JJC may be under the influence of drugs, alcohol, facing the loss of their children, or suffering some other life altering situations, such as time in jail. The FSO's provide a positive presence to assist these persons in successfully transacting their business at the JJC while keeping disruptions minimal. Disruptions and criminal activity interfere with facility and court operations, which also create difficulties for the families, staff and professional persons conducting court business. All of this can result in higher costs to the tax payer if court and facility functions are disrupted and need to be delayed or postponed. The effectiveness of our work is seen in the low ratio of exclusions from the JJC to the number of persons screened for entry.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of persons screened	41,304	45,000	40,000	43,000	
Outcome	Number of exclusions	1	5	2	4	

Performance Measures Descriptions

Data from the FSO statistics database.

ORS 206.010 – General duties of sheriff ORS 206.210 – Authority of sheriff over organization of office ORS 206.345 – Contracts with cities; authority under contract ORS 451.010 – Facility and services counties may provide by service district ORS 166.360 thru 166.380 – Possession of firearms, examination of devices and firearms ORS 137.308 thru 137.309 – Assessment Contracts with Central Library & Parenting Education Class, & State Court Subsidy

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$139,409	\$0	\$137,412	\$0
Capital Outlay	\$0	\$0	\$40,915	\$0
Total GF/non-GF	\$139,409	\$0	\$178,327	\$0
Program Total:	\$139,409		\$178	3,327
Program FTE	2.00	0.00	2.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60035D MCSO Facility Security - JJC

Increase in Capital Equipment for the replacement of x-ray machines and metal detectors.



Program #60035E - MCSO Domestic Violence Gateway One Stop

7/7/2014

Department: Sheriff **Program Contact:** Elizabeth Daily

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Facility Security Unit (FSU) is the front line of defense for persons accessing the Gateway Center for Domestic Violence. The FSOs are the first, visible resource providing professional assistance to persons entering the "one- stop" Gateway Center for Domestic Violence Services. The core functions of the FSU are public assistance, security, and entry screening. The presence of uniformed MCSO employees acts as a deterrent to disruptions and criminal acts within the Gateway Center facility.

Program Summary

The FSU provides security and public information for both the public and professionals transacting business at the Gateway Center facility. This is done by uniformed presence and facility patrols. The FSU works closely with all of the various partners at the domestic violence "one-stop" center to facilitate the needs of the citizens and staff entering the facility. Persons entering this facility may be under the influence of drugs or alcohol, facing the loss of their children, or other life altering situations. The FSU is often the first contact for citizens and professionals accessing the facility. The FSU provides security within the domestic violence "one-stop" facility so that people can safely transact business. The FSU, as an MCSO uniformed presence, is a deterrent to disruptions and criminal activities. The effectiveness of the FSU is seen in the low ratio of exclusions to the number of person screened. Disruptions and criminal activity interfere with the facility and domestic violence services and create difficulties for professionals and families who need to conduct transactions.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of service visits to the Gateway Center	10,985	6,500	11,616	12,000	
Outcome	Number of incidents reported	24	4	28	30	

Performance Measures Descriptions

Data from the FSO statistics database and the DV center Director Martha Strawn Morris.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$69,705	\$0	\$68,706	\$0
Total GF/non-GF	\$69,705	\$0	\$68,706	\$0
Program Total:	\$69,705		\$68	706
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60035E MCSO Domestic Violence Gateway One Stop



Program #60036 - MCSO Classification

7/7/2014

Department: Sheriff **Program Contact:** Jose Martinez

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Corrections Division Classification Unit interviews every pretrial arrestee and sentenced offender coming into custody to determine appropriate housing based upon criminal charge, institutional behavior, risk, and programmatic needs.

Program Summary

The Classification Unit is responsible for maintaining a classification system that provides housing configurations used to create safe separations for pretrial inmates and sentenced offenders of different risk and needs levels. Considering factors when determining appropriate housing for an inmate include the inmate's criminal charge, institutional behavior, risk, and programmatic needs. The Unit's primary goal is to operate an objective classification system that provides for separations between violent and non-violent offenders. This is a critical element to ensure that the jail meets a reasonable standard of care required by the United States Constitution. The objective classification process is structured such that inmates who require special housing or have special needs are housed in an environment with inmates of like needs. Inmates who create the potential for compromising safety and security are housed in more restrictive environments with enhanced security as appropriate. The objective classification process is also designed to identify inmate's programmatic needs and provide adequate services and programs meant to aid the inmate in building positive life-skills with the ultimate goal of successful re¬entry into the community. The Classification Unit is also responsible to provide an inmate disciplinary process to maintain proper order in the jails, to promote human values, individual dignity, and socially desirable changes in attitude and behavior. Holding inmates accountable while under the Sheriff's supervision is critical to maintain order within the jail system. It also creates incentives for inmates to cooperate while in custody and maintains a safe work environment for employees and inmates.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of (rule violation) assaults on inmates agency wide	71	75	86	80	
Outcome	Number of (rule violation) assaults on staff agency wide	67	60	66	70	
Output	Classification interviews in Reception	24274	23450	25068	26068	
Outcome	Prison Rape Elimination Act (PREA) investigations initiated during interview	88	90	86	90	

Performance Measures Descriptions

Data based on number of assaults in MCDC and MCIJ and are from the Excel spreadsheet maintained by the Hearings Officers.

The Sheriff is mandated by statute to maintain the local detention facility(s) within his jurisdiction. Local Detention Classification mechanisms are mandated to maintain safe and humane detention facilities by Statute and a multitude of case law.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,902,747	\$0	\$3,067,429	\$0
Materials & Supplies	\$31,344	\$0	\$31,971	\$0
Internal Services	\$9,585	\$0	\$18,513	\$0
Total GF/non-GF	\$2,943,676	\$0	\$3,117,913	\$0
Program Total:	\$2,94	\$2,943,676		7,913
Program FTE	21.00	0.00	20.00	0.00

Program Revenues				
Other / Miscellaneous	\$0	\$0	\$6,000	\$0
Total Revenue	\$0	\$0	\$6,000	\$0

Explanation of Revenues

General Fund:

\$6000 - Classification Records Requests

Significant Program Changes

Last Year this program was: 60036 MCSO Classification

Moved 1.0 Corrections Tech FTE out of this Program Offer and into Program Offer 60037-15 MCSO Inmate Programs.



Program #60037 - MCSO Inmate Programs

7/7/2014

Department: Sheriff **Program Contact:** Byron Moore

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

MCSO Corrections Counselors provide services to pretrial inmates and sentenced offenders to enhance a safe and secure environment in the jails and to ensure compliance with statutory mandates. Counselor services include, but are not limited to assessment, case management, transition services, individual counseling, group programming, education, mental health, and re-entry services (through linkage with alcohol/drug, mental health, housing, employment and other providers in the community).

Program Summary

Corrections Counselors provide services to stabilize, effectively manage, and positively impact pretrial inmates and sentenced offenders. These services satisfy constitutional and statutory requirements, as well as assist inmates with their progression through the jail (most secure to least secure bed) and successful re-entry into the community.

Counselors assess needs and risk, placing those appropriate into work crews or community beds that address alcohol/drug, housing, mental health and other chronic needs. Counselors provide group programming, resource information and referral service, which by the development of community partnerships, link sentenced offenders to various community services to assist them in addressing their needs and issues. Counselors serve as liaisons between the inmates and jail staff (i.e. security, medical, records, auxiliary services, etc.) and outside individuals such as family, employers, attorneys, probation/parole officers, the court, and various social service providers. Counselors engage in individual counseling with inmates to reduce level of anxiety typical to those confined and to equip them with skills to successfully manage their behavior, thereby diffusing escalating behavior, especially for those suffering from serious mental health related issues.

Corrections Counselors provide services not only enhance opportunity for successful re-entry, they assist in providing a safe and humane housing environment for those confined and maximize the efficient and effective use of jail beds.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of orientations, intakes and assessments	2,675	2,700	2,980	3,000	
Outcome	Number of offenders placed into community beds thus freeing up jail beds	215	211	250	225	
Outcome	Offenders participating in group programming that decreases offender bookings	9,115	8,100	8,940	9,000	
Output	Number of requests (written) for counseling services	33,620	30,800	26,420	27,500	

Performance Measures Descriptions

"Number of orientations..." from Excel file w/ daily data entered by staff. "Number of offenders...." from Access database w/inmate referral and wait list information. "Offenders participating..." from inmate group sign-up, participation records, subsequent staff data entry on statistics report forms. "Number of requests...." from count of Service Request Forms submitted by inmates, subsequent staff data entry on statistics report forms.* Previous FY actual is being used for FY13 Actual given only half of current year has transpired. ** Estimate for F15 based on totals for first half of FY14 x 2.

ORS 169.170 - Assignment of county prisoners to public works; ORS 343.035 and ORS 336.187 - Educational requirements. Court Mandated Sentencing Orders. Oregon Jail Standards: C02.04.03 - Mental health screening; G01.02.01, G01.02.02, and G01.02.03 Access to the courts; G01.04.01 and G01.04.02 - Access to legal materials; J03.01.01 and J03.02.01. educational programs; J03.02.02 - Involving the Educational Service District (ESD); J03.03.01 - Staffing for educational programs; J03.03.03 - Utilizing community resources for educational programs; J04.02.01 and J04.03.01 - Rehabilitation treatment programs; J04.04.03 - Utilizing community resources for treatment programs; J05.02.04 - Facility work assignments, convicted inmates.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,296,195	\$0	\$2,314,444	\$0
Contractual Services	\$48,750	\$0	\$49,725	\$0
Materials & Supplies	\$88,962	\$0	\$90,742	\$0
Internal Services	\$21,318	\$0	\$25,691	\$0
Total GF/non-GF	\$2,455,225	\$0	\$2,480,602	\$0
Program Total:	\$2,455,225		\$2,480,602	
Program FTE	19.00	0.00	21.00	0.00

Program Revenues					
Total Revenue	\$0	\$0	\$0	\$0	

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60037A MCSO Inmate Programs

Moved 2.0 Corrections Tech FTE into this Program Offer. 1.0 FTE moved from Program Offer 60036-15 MCSO Classification and 1.0 FTE moved from Program Offer 60043-15 MCSO Close Street Supervision.



Program #60038 - MCSO CERT/CNT

7/7/2014

Department: Sheriff **Program Contact:** Jeffery Wheeler

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The MCSO Corrections Emergency Response Team (CERT) and Crisis Negotiations Team (CNT) respond to emergency situations that represent a potential hazard to a facility, loss of life, serious injury to staff, inmates or the public or when significant property loss is imminent. Protecting and preserving human life is the top priority for the MCSO CERT/CNT.

Program Summary

The mission of CERT/CNT is to deal with high risk, high liability situations in a safe and secure manner. Members receive specialized training to handle a large variety of emergencies in the safest way possible for both inmates and staff. When called upon, CERT/CNT will always strive to accomplish the stated objective through negotiations or tactical operations using only the most minimal amount of force necessary. CERT/CNT will always attempt to resolve all situations with no injuries to staff or inmates.

The MCSO CERT/CNT consists of 1 CERT/CNT Commander, 2 CERT Team Leaders, 2 CERT Assistant Team Leaders, 10 CERT members, 1 CNT Team Leader and 4 CNT members.

CERT is divided into 2 teams of 7 members each. CNT is divided into 2 teams of 2 members each. All members of CERT/CNT are full time MCSO employees and are on call 24/7 (on a rotational basis) to respond to emergent situations. All CERT/CNT members only serve on an "On-Call" status; there are no full time CERT/CNT members. Program funding supports supplies, equipment and training exclusively.

CERT/CNT is used primarily to respond to incidents in an MCSO Corrections Facility, but may be called upon to respond to other County Facilities, such as Juvenile Detention Home, or to respond as mutual aid to another jurisdiction if requested.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of CERT/CNT call outs	8	10	5	7		
Outcome	Number of training sessions completed for CERT members	16	12	12	12		
Outcome	Number of training session completed for CNT members	12	12	12	12		

Performance Measures Descriptions

Data from TeleStaff Reports/AAR (After-Action Reports)/Outlook Calendar Notations.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$55,604	\$0	\$107,834	\$0
Materials & Supplies	\$46,776	\$0	\$47,711	\$0
Internal Services	\$9,379	\$0	\$14,256	\$0
Total GF/non-GF	\$111,759	\$0	\$169,801	\$0
Program Total:	\$111	\$111,759		,801
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60038 MCSO CERT/CNT



Program #60039 - MCSO MCIJ Work Crews

7/7/2014

Department: Sheriff Program Contact: Shawn Skeels

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff's Office Inmate Work Crew provides opportunities for sentenced offenders to learn general labor and social responsibility while fostering a work ethic that aids in their reintegration into the community. Sentenced offenders who successfully complete this program receive a sense of self-worth. This is accomplished while meeting the publics' needs at a reduced cost to the taxpayers by freeing up jail beds in the form of reduced sentences for participating offenders.

Program Summary

Each crew is typically composed of eight offenders supervised by a Corrections Deputy. Offenders are expected to be ready to work each morning, take directions, and work as part of a team. This program provides instruction on the proper use and maintenance of general landscaping tools and what type of personal protective equipment is necessary to safely complete the job. Offenders who successfully complete this program can be released early if it is part of the court order at time of sentencing. The early release of these minimum custody offenders gives the Sheriff another tool to effectively manage jail populations ensuring pretrial inmates who are dangerous offenders are not released prematurely into the community due to overcrowding.

Community service work is generally project-oriented. Most of these services are performed for agencies and non-profits that serve the homeless and other at-risk groups within the community. Crews have participated in community events such as Friends of the Library, Sand in the City, March of Dimes March for Babies and Race for the Cure to name a few. Work Crews help in the set up and removal of tents, chairs and activity areas used during these events. The donated time and labor of work crews supply an invaluable resource to ensure these events are successful. In addition, work crews offer an emergency labor force during natural or man-made disasters (i.e., sandbagging, removal of downed trees).

The majority of contracts are with Multnomah County, Oregon Department of Transportation, City of Portland and Metro Regional Government. Other agencies include the cities of Gresham, Maywood Park, Troutdale, Fairview and Wood Village. Public contracted work normally consists of roadside, bridgehead and park maintenance, landscaping and a concentrated effort on cleaning up illegal dumpsites and graffiti removal.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Inmate escapes	0	0	0	0			
Outcome	Number of contract hours	136,540	137,814	139,262	139,262			
Output	Number of community service hours	7,420	7,638	7,927	7,927			
Output	Percent of inmates who were recaptured (100% is no escapes)	100%	100%	100%	100%			

Performance Measures Descriptions

Work Crews contract with METRO, Multnomah County and other governments.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$941,351	\$736,123	\$991,425	\$784,177
Contractual Services	\$10,191	\$5,120	\$10,394	\$3,000
Materials & Supplies	\$146,176	\$61,730	\$149,099	\$28,712
Internal Services	\$122,177	\$62,391	\$108,043	\$65,924
Capital Outlay	\$0	\$10,000	\$60,000	\$10,000
Total GF/non-GF	\$1,219,895	\$875,364	\$1,318,961	\$891,813
Program Total:	\$2,09	\$2,095,259		0,774
Program FTE	6.50	5.50	6.50	5.90

Program Revenues				
Indirect for Dept. Admin	\$45,047	\$0	\$46,832	\$0
Other / Miscellaneous	\$0	\$288,362	\$0	\$252,181
Interest	\$0	\$11,520	\$0	\$150
Beginning Working Capital	\$0	\$0	\$0	\$70,000
Service Charges	\$0	\$575,482	\$0	\$569,482
Total Revenue	\$45,047	\$875,364	\$46,832	\$891,813

Explanation of Revenues

Special Ops Fund:

\$70,000 - Carry-over from Fiscal Year 2014

\$3000 - Revenue from Misc. Work Crew Services

\$336,288 - Work Crew Service Contract with Oregon Department of Transportation (ODOT)

\$113,478 - Work Crew Service Contract with the City of Portland

\$116,716 - Work Crew Service Contracts with Various Other Governmental Agencies

\$100,500 - Work Crew Services for Road Fund

\$15,000 - Work Crew Services for Bridge Maintenance

\$136,681 - Work Crew Services for Facilities Management (Custodial and Landscaping)

\$150 - Earned Interest

Significant Program Changes

Last Year this program was: 60039 MCSO Corrections Work Crews

In FY 15, .4 of Corrections Deputy FTE is moved from MCSO Metro Program Offer 60074-15 to the Special Operations Fund portion of this Program Offer.

Increase in Capital Equipment due to a Work Crew truck purchase.



Program #60040A - MCSO MCDC Core Jail & 4th Floor

7/7/2014

Department: Sheriff Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of jail beds at the Multnomah County Detention Center. This includes beds for pretrial inmates and sentenced offenders requiring maximum security, as well as those with medical and psychological needs. MCDC, the only maximum-security facility operated by MCSO, supports local public safety and offender treatment systems. Option A opens 46 beds on the 4th floor and 18 beds in reception as well as establishing the necessary infrastructure for MCDC.

Program Summary

The 448 maximum-security detention beds at MCDC are offered to support public safety and offender treatment systems by providing safe and humane pretrial or sentenced offender space. The facility includes services such as family and professional visiting, medical, video conferencing, counseling, law library, and religious/educational services to all those detained.

This offer includes the Administration and Support for the facility, jail services such as medical and transport, and resources for the operation of 46 beds. Ten beds serve those with special medical needs, 16 beds are for administrative segregation, 10 beds are mental health services, 18 beds are used in reception and 10 beds are for disciplinary use. This offer captures functions needed to open the jail.

The Sheriff's Office has statutory authority to maintain capacity population levels. In the event of a population emergency, arrestees may be forced released into the community. This offering, in conjunction with the MCIJ offering, will reduce the potential for emergency releases. Operational budget figures are derived from staffing and essential service functions mandated in safe and humane corrections standards.

The program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Average daily inmate population MCDC total	424	425	414	425		
Outcome	Inmate and staff assaults MCDC	90	82	96	90		

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop..." from SW704 Report.

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$8,869,291	\$0	\$9,610,261	\$1,077,055
Contractual Services	\$7,707	\$0	\$7,863	\$0
Materials & Supplies	\$652,221	\$0	\$665,264	\$0
Internal Services	\$3,090,086	\$0	\$3,200,571	\$87,026
Total GF/non-GF	\$12,619,305	\$0	\$13,483,959	\$1,164,081
Program Total:	\$12,619,305		\$14,64	18,040
Program FTE	64.80	0.00	62.98	0.00

Program Revenues					
Indirect for Dept. Admin	\$0	\$0	\$61,823	\$0	
Intergovernmental	\$0	\$0	\$0	\$831,219	
Beginning Working Capital	\$0	\$0	\$0	\$332,862	
Total Revenue	\$0	\$0	\$61,823	\$1,164,081	

Explanation of Revenues

Fed/State Fund:

\$300,000 - SCAAP Grant

\$531,219 - House Bill 3194 (Sheriff's Office specific)

\$332,862 - Add'l House Bill 3194 for Jail Escort Service by staff.

Significant Program Changes

Last Year this program was: 60040A MCSO MCDC Core Jail & 4th Floor

In FY 2015, we anticipate less SCAAP revenue than previous years.

Move 1.82 FTE from this program offer to Program Offer 60030-15 MCSO Corrections Administration.

Move SCAAP Grant funding to this program offer from Program Offer 60030-15 MCSO Corrections Administration.



Program #60040B - MCSO MCDC 5th Floor

7/7/2014

Department: Sheriff Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 96 individual cells at the Multnomah County Detention Center, located on the 5th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Summary

The 5th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 5A and 5D modules have 32 individual cells each while the 5B and 5C modules have 16 each. The total floor capacity for the 5th floor is 96 cells.

Working with our partners in Programs, Corrections Health and mental health, various services are provided for the inmate population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally, the safety of those incarcerated is paramount to staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 5th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Average daily inmate population MCDC total	424	425	414	425		
Outcome	Inmate and staff assaults	90	82	96	90		

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop..." from SW704 Report.

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$3,440,545	\$0	\$3,480,327	\$0
Contractual Services	\$3,854	\$0	\$3,931	\$0
Materials & Supplies	\$326,111	\$0	\$332,632	\$0
Internal Services	\$60,453	\$0	\$57,940	\$0
Total GF/non-GF	\$3,830,963	\$0	\$3,874,829	\$0
Program Total:	\$3,830,963		\$3,87	4,829
Program FTE	25.48	0.00	25.48	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60040B MCSO MCDC 5th Floor



Program #60040C - MCSO MCDC 6th Floor

7/7/2014

Department: Sheriff Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 96 individual cells at the Multnomah County Detention Center located on the 6th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Summary

The 6th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 6A and 6D modules have 32 individual cells each while the 6B and 6C modules have 16 each. The total floor capacity for the 6th floor is 96 cells.

Working with our partners in Programs, Corrections Health and Mental health, various services are provided for the incarcerated population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally the safety of those incarcerated is paramount to the staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 6th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCDC total	424	425	414	425	
Outcome	Inmate and staff assaults MCDC	90	82	96	90	

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop..." from SW704 Report.

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,201,235	\$0	\$2,174,951	\$0
Contractual Services	\$1,928	\$0	\$1,966	\$0
Materials & Supplies	\$163,054	\$0	\$166,316	\$0
Internal Services	\$30,227	\$0	\$28,970	\$0
Total GF/non-GF	\$2,396,444	\$0	\$2,372,203	\$0
Program Total:	\$2,396,444		\$2,37	2,203
Program FTE	14.56	0.00	16.38	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60040C MCSO MCDC 6th Floor



Program #60040D - MCSO MCDC 7th Floor

7/7/2014

Department: Sheriff Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 96 individual cells at the Multnomah County Detention Center located on the 7th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Summary

The 7th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 7A and 7D modules have 32 individual cells each while the 7B and 7C modules have 16 each. The total floor capacity for the 7th floor is 96 cells.

Working with our partners in Programs, Corrections Health and mental health, various services are provided for the incarcerated population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally the safety of those incarcerated is paramount to the staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 7th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performar	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Average daily inmate population MCDC total	424	425	414	425		
Outcome	Inmate and staff assaults MCDC	90	82	96	90		

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop..." from SW704 Report.

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,838,884	\$0	\$2,628,478	\$0
Contractual Services	\$1,927	\$0	\$1,966	\$0
Materials & Supplies	\$163,054	\$0	\$166,316	\$0
Internal Services	\$30,227	\$0	\$28,970	\$0
Total GF/non-GF	\$3,034,092	\$0	\$2,825,730	\$0
Program Total:	\$3,034,092		\$2,82	5,730
Program FTE	23.66	0.00	23.66	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60040D MCSO MCDC 7th Floor



Program #60040E - MCSO MCDC 8th Floor

7/7/2014

Department: Sheriff Program Contact: Mary Lindstrand

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The offer is for the operation of 96 individual cells at the Multnomah County Detention Center located on the 8th floor of the facility. This area is monitored on a 24/7 basis and provides multiple services.

Program Summary

The 8th floor of the Multnomah County Detention Center (MCDC) is a housing area in this maximum security facility. The floor contains a control center and four housing modules as well as some program space. The 8A and 8D modules have 32 individual cells each while the 8B and 8C modules have 16 each. The total floor capacity for the 8th floor is 96 cells.

Working with our partners in Programs, Corrections Health and mental health, various services are provided for the incarcerated population. Examples of services provided may include parenting classes, AA and NA and various educational programs to include GED attainment. A portion of this offer allows for inmate recreation, supervision and facility escorts.

While in the care of the Sheriff, persons incarcerated are provided medical treatment, dental services and mental health care if needed. Additionally the safety of those incarcerated is paramount to the staff. Suicide prevention procedures are reviewed and updated. The Prison Rape Elimination Act is strictly enforced, claims are investigated and prosecution is sought when violations are reported.

Funding of the 8th floor supports the role of public safety and the operations of the MCDC. In turn, funding for MCDC supports the mission of public safety working with the Multnomah County Inverness Jail (MCIJ). The Sheriff has statutory authority to release pretrial inmates in the event of a population emergency. Funding for MCDC and MCIJ aid the Sheriff in managing the incarcerated population and reduce the potential for emergency releases.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Average daily inmate population MCDC total	424	425	414	425			
Outcome	Inmate and staff assaults MCDC	90	82	96	90			

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop... " from SW704 Report.

Federal law, state statute and county charter mandate the Sheriff maintain the local detention facility(s) within the Sheriff's jurisdiction. Under the same laws, local detention facility managers are mandated to operate safe and humane facilities.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,645,734	\$0	\$1,693,076	\$0
Total GF/non-GF	\$1,645,734	\$0	\$1,693,076	\$0
Program Total:	\$1,645,734		\$1,69	3,076
Program FTE	18.20	0.00	16.38	0.00

Program Revenues					
Total Revenue	\$0	\$0	\$0	\$0	

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60040E MCSO MCDC 8th Floor



Program #60041A - MCSO MCIJ Dorms 10, 11 & 18

Program Contact: Linda Yankee 7/7/2014

Sheriff **Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program offer is for the operation of 166 beds at MCIJ. This is the base offer of 11 scalable levels (design capacity for MCIJ is 1037 beds). The MCIJ dorms are used to appropriately place inmates in the corrections system to ensure a safe, efficient operation of our jail network. Open dorm housing is structured to fit the needs of inmates who do not require special conditions for confinement, while maintaining safe and appropriate separations. MCIJ housing is based on a sound objective classification system.

Program Summary

The Inverness Jail is a medium security, direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders. Program activities include counseling, education, and mental health services to facilitate offender's successful transition back to the community and work opportunities for sentenced offenders.

Offer A opens 166 beds, with 156 general housing beds and 10 medical beds. Operations, Administration, Support and Jail Services, such as clinic, kitchen, and transport, are included in Offer A. Corrections deputies from MCIJ also supervise pretrial inmates and sentenced offenders under medical care at hospitals.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal. Medical, mental health and dental services are provided to male and female general housing. This offer includes a 10 bed infirmary for acute medical care. Medical response to emergencies is provided on a 24/7 basis.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop... " from SW704 Report.

In accordance with State statutes the Sheriff is required to maintain local detention facility(s) and mandates safe and humane detention facilities, which require sufficient staff to perform all custodial functions. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$3,004,546	\$7,359,195	\$3,513,444	\$7,748,187
Contractual Services	\$4,797	\$3,500	\$4,893	\$3,500
Materials & Supplies	\$1,051,843	\$17,428	\$1,072,879	\$14,405
Internal Services	\$3,274,059	\$561,549	\$3,355,929	\$617,423
Capital Outlay	\$11,884	\$0	\$11,884	\$0
Total GF/non-GF	\$7,347,129	\$7,941,672	\$7,959,030	\$8,383,515
Program Total:	\$15,28	\$15,288,801		12,544
Program FTE	20.20	55.00	20.20	55.00

Program Revenues				
Indirect for Dept. Admin	\$405,443	\$0	\$438,615	\$0
Intergovernmental	\$0	\$7,941,672	\$0	\$8,383,515
Service Charges	\$5,473,678	\$0	\$4,865,296	\$0
Total Revenue	\$5,879,121	\$7,941,672	\$5,303,911	\$8,383,515

Explanation of Revenues

General Fund:

\$4,447,762 - US Marshal for 95 Beds X \$128.27 X 365 Days

\$30,000 - Oregon State Bureau of Prisons

\$387,534 - M73 Inmate Beds (Base on first 6 months of M73 funding received)

Fed/State Fund:

\$7,878,009 - Senate Bill 1145 State Funding \$124,723 - Start Court M57 State Funding \$380,783 - DOC M57 State Funding

Significant Program Changes

Last Year this program was: 60041A MCSO MCIJ Dorms 10, 11 & 18

In FY 15, the Sheriff's Office is expecting less US Marshal Beds to be utilized than FY 2014. The number of beds has been reduced from 112 beds to 95 beds which is a loss of revenue of \$795,916.



Program #60041B - MCSO MCIJ Dorms 12 & 13

Linda Yankee

7/7/2014

Sheriff **Program Contact: Department:**

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 150 beds at MCIJ. MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders.

Program Summary

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop... " from SW704 Report.

In accordance with state statue the Sheriff is required to maintain local detention facility(s). Oregon statues mandate the operations of safe and humane detention facilities, which require sufficient staff to perform functions involving security, control, custody and supervision of all confined. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,928,971	\$0	\$2,937,276	\$0
Contractual Services	\$5,277	\$0	\$5,383	\$0
Materials & Supplies	\$104,619	\$0	\$106,711	\$0
Internal Services	\$37,722	\$0	\$36,441	\$0
Total GF/non-GF	\$3,076,589	\$0	\$3,085,812	\$0
Program Total:	\$3,076,589		\$3,08	5,812
Program FTE	20.02	0.00	20.02	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60041B MCSO MCIJ Dorms 12 & 13



Program #60041C - MCSO MCIJ Dorms 14 & 15

Program Contact: Linda Yankee 7/7/2014

Sheriff **Department: Program Offer Type: Existing Operating Program** Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation 138 beds at the MCIJ.

These single cell dorms house inmates who create the potential for compromising safety and security. These dorm are more restrictive environments with enhanced security, as part of the objective classification system.

Program Summary

This offer operates two dorms: one dorm is for 73 single cells and a second dorm for 65 beds. The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop... " from SW704 Report.

www.multco.us/budget • Sheriff's Office 85

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,775,830	\$0	\$1,816,072	\$0
Contractual Services	\$3,358	\$0	\$3,425	\$0
Materials & Supplies	\$101,054	\$0	\$103,074	\$0
Internal Services	\$24,005	\$0	\$23,195	\$0
Total GF/non-GF	\$1,904,247	\$0	\$1,945,766	\$0
Program Total:	\$1,904,247		\$1,94	5,766
Program FTE	12.74	0.00	12.74	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60041C MCSO MCIJ Dorms 14 & 15



Program #60041D - MCSO MCIJ Dorms 16 & 17

Program Contact: Linda Yankee 7/7/2014

Sheriff **Department: Program Offer Type: Existing Operating Program** Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 54 beds at MCIJ.

This offer provides for two single cell disciplinary dorms at MCIJ, one for male and one for female housing. Disciplinary housing options are essential to the maintaining facility order, population management and re-engineering behavior for pretrial inmates and sentenced offenders at MCIJ.

Program Summary

This offer funds two disciplinary dorms at Inverness. The male disciplinary dorm houses 31 offenders and the female disciplinary dorm houses 23 offenders.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop... " from SW704 Report.

www.multco.us/budget • Sheriff's Office 87

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$503,675	\$0	\$518,877	\$0
Contractual Services	\$959	\$0	\$978	\$0
Materials & Supplies	\$96,594	\$0	\$98,524	\$0
Internal Services	\$6,859	\$0	\$6,623	\$0
Total GF/non-GF	\$608,087	\$0	\$625,002	\$0
Program Total:	\$608,087		\$625	5,002
Program FTE	3.64	0.00	3.64	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60041D MCSO MCIJ Dorms 16 & 17



Program #60041E - MCSO MCIJ Dorms 6 & 7

7/7/2014

Department: Sheriff **Program Contact:** Linda Yankee

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 118 beds at MCIJ. MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders.

Program Summary

This offer funds two additional dorms at Inverness jail. All 118 beds are general housing. Also funded in this offer are additional jail administration, support, and operations staff.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop..." from SW704 Report.

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,008,949	\$0	\$1,943,556	\$0
Contractual Services	\$3,838	\$0	\$3,915	\$0
Materials & Supplies	\$101,944	\$0	\$103,983	\$0
Internal Services	\$27,435	\$0	\$26,514	\$0
Total GF/non-GF	\$2,142,166	\$0	\$2,077,969	\$0
Program Total:	\$2,142,166		\$2,07	7,969
Program FTE	14.56	0.00	14.56	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60041E MCSO MCIJ Dorms 6 & 7



Program #60041F - MCSO MCIJ Dorms 8 & 9

7/7/2014

Department: Sheriff **Program Contact:** Linda Yankee

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 118 beds at MCIJ. MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders.

Program Summary

This offer funds two additional dorms at Inverness jail. All 118 beds are general housing.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

Inmate and staff assault data do not include reception, as booking is a separate program offer. Data include all High (unprovoked physical attack, staff assault, new charged, weapon used, injury), Medium (attempt assault, throw item at person), and Low (incidental staff contact, aggressive contact) severity inmate and staff assaults. Data from monthly reports provided by Hearings Officers. "Average daily pop..." from SW704 Report.

The Inverness Jail is established in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to confined offenders, pursuant to judgment of the courts. The jail administers its operation in an equitable manner, and in the least restrictive environment consistent with public safety. The facility serves as the central link for regional networking through the inmate transport system.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,067,557	\$0	\$975,217	\$0
Contractual Services	\$2,399	\$0	\$2,447	\$0
Materials & Supplies	\$99,268	\$0	\$101,254	\$0
Internal Services	\$17,146	\$0	\$16,566	\$0
Total GF/non-GF	\$1,186,370	\$0	\$1,095,484	\$0
Program Total:	\$1,186,370		\$1,09	5,484
Program FTE	9.10	0.00	9.10	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60041F MCSO MCIJ Dorms 8 & 9



Program #60041G - MCSO MCIJ Dorm 5

7/7/2014

Department: Sheriff **Program Contact:** Linda Yankee

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 59 beds at the MCIJ. MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders.

Program Summary

This offer provides for the operation of an open dorm at MCIJ, housing the facility internal work crews.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

The 59 beds represented in this Program Offer, not only support the support unit's Output and Outcome performance measures shown above, but better ensures that future inmate population matrixing will not occur.

Data includes benchmarks for operating a County jail in accordance with federal, state and local standards.

In accordance with State statutes the Sheriff is required to maintain local detention facility(s) and mandates safe and humane detention facilities, which require sufficient staff to perform all custodial functions. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,581,948	\$0	\$1,479,111	\$0
Contractual Services	\$3,838	\$0	\$3,915	\$0
Materials & Supplies	\$70,341	\$0	\$71,749	\$0
Internal Services	\$27,435	\$0	\$26,514	\$0
Total GF/non-GF	\$1,683,562	\$0	\$1,581,289	\$0
Program Total:	\$1,683,562		\$1,58	1,289
Program FTE	14.56	0.00	14.56	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60041G MCSO MCIJ Dorm 5



Program #60041H - MCSO MCIJ Dorm 4

7/7/2014

Department:SheriffProgram Contact:Linda Yankee

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer is for the operation of 59 beds at the MCIJ. MCIJ is a medium security, direct supervision corrections facility. Operation ensures the proper custody, control and supervision of detained pretrial inmates and sentenced offenders.

Program Summary

This offer provides for the operation of a open dorm at MCIJ.

The Inverness Jail is a direct supervision, dormitory facility founded on the principles of re-engineering the responsibilities and behavior of inmates. The design and population of Inverness Jail are suited to the greatest opportunities for inmate programs, education and work opportunities.

The Inverness Jail is operated in accordance with applicable state statutes and regulations, with the goal of ensuring public safety by providing professionally managed detention services to pretrial inmates and sentenced offenders. The facility also serves as the central link for regional networking through the inmate transport system.

The Corrections Health program's mission is to ensure that inmates are not medically harmed during their jail stays, are medically and mentally stabilized, and are treated humanely. Suicide prevention is a primary goal.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Average daily inmate population MCIJ total	840	845	799	845	
Outcome	Number of inmate and staff assaults MCIJ	36	46	36	46	

Performance Measures Descriptions

The 59 beds represented in this Program Offer, not only support the support unit's Output and Outcome performance measures shown above, but better ensures that future inmate population matrixing will not occur.

In accordance with State statutes the Sheriff is required to maintain local detention facility(s) and mandates safe and humane detention facilities, which require sufficient staff to perform all custodial functions. Mandates include provisions for legal confinement, clothing, bedding, nutritional food, medical services, legal access, sanitation, life safety compliance, offender responsibility of conduct, exercise of religion, educational and work programs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$587,829	\$0	\$571,302	\$0
Contractual Services	\$1,553	\$0	\$1,584	\$0
Materials & Supplies	\$51,276	\$0	\$52,301	\$0
Total GF/non-GF	\$640,658	\$0	\$625,187	\$0
Program Total:	ogram Total: \$640,658		\$625	,187
Program FTE	5.46	0.00	5.46	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60041H MCSO MCIJ Dorm 4



Program #60043 - MCSO Close Street

7/7/2014

Department: Sheriff **Program Contact:** Jose Martinez

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Close Street is an intensive custody and supervision program that provides pre-trial services to arrestees of Measure 11 crimes, Domestic Violence cases, and a select group of clients with mental health disorders. Deputies interview defendants and conduct investigations to present the Court with accurate, timely, and impartial information which assists the Judge in making an informed release decision. This program supports both offender accountability and reentry of the offender into the community while increasing available jail beds.

Program Summary

This intensive custody and supervision program supports offender accountability while transitioning pretrial and sentenced offenders out of scarce jail beds. At the direction of the court, Close Street Supervision provides intensive, individualized supervision and management of multiple need pretrial arrestees who would otherwise be ineligible for pretrial release. This program supports and enhances community safety by assessing a broader number of the in-custody population for program suitability, expanding case management and supervision, subsidizing participation when indicated, and providing immediate consequences for program failures.

Compared to other pretrial supervision programs, the program's success rates rank among the highest in the nation. A recent audit demonstrated that, of the almost 1,200 defendants supervised in 2010, more than 96% were successful; appearing for all scheduled court dates and committing no new crimes, while under supervision. More than 99% of Close Street supervised arrestees successfully complete the program with no new offenses. Close Street participants also appeared for all scheduled court dates 98% of the time. The national average for both of these measures is 80%**.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Average number of supervised people per month***	164	150	160	160			
Outcome	Percent of population appearing for all court dates during supervision	98%	97%	97%	97%			
Outcome	Percent of population arrested for new crimes during supervision	.002%	2%	2%	2%			

Performance Measures Descriptions

^{*}Audit of Multnomah County Pretrial Services conducted by the Multnomah County Auditor's Office (2011).

^{**}Data compiled from Pretrial Justice in America: A Survey of County Pretrial Release Policies, Practices, and Outcomes. Published by the Pretrial Justice Institute, 2010.

^{***}Average caseload size 25:1

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,079,314	\$0	\$1,105,682	\$0
Contractual Services	\$38,611	\$0	\$39,383	\$0
Materials & Supplies	\$30,862	\$0	\$31,479	\$0
Internal Services	\$33,737	\$0	\$37,012	\$0
Total GF/non-GF	\$1,182,524	\$0	\$1,213,556	\$0
Program Total: \$1,182,524		\$1,21	3,556	
Program FTE	9.00	0.00	8.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60043 MCSO Close Street

Moved 1.0 Corrections Tech FTE out of this Program Offer and into Program Offer 60037-15 MCSO Inmate Programs.



Program #60044 - MCSO Volunteers

7/7/2014

Department: Sheriff **Program Contact:** Jose Martinez

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Volunteer Services program enables the Sheriff's Office to achieve its mission with the assistance of nearly 250 volunteers, interns, and community partners. [Note: Search and Rescue, Reserve Deputies, and Jail Chaplain Volunteers are not part of this Program.] Volunteers support and enhance operations in all three agency Divisions and become involved citizens gaining an in-depth understanding of the criminal justice system. Additionally, the development and support of placements benefits agency recruiting and hiring efforts for future employment needs.

Program Summary

The Volunteer Services program provides for the recruitment, interviews, backgrounds, training, placement, and recognition to sustain a core base of nearly 250 volunteers, interns, and community partners supporting MCSO operations. Due to the nature of the duties involved in most placements, it is necessary to conduct an in-depth background review process prior to assignment, as well as ongoing review to ensure compliance with agency and county policies and procedures and to ensure the safety and security of operations. By monitoring the agency's needs, Volunteer Services works to find professionals willing to share their time and expertise. Placement opportunities include involvement in jail programs such as education services, domestic violence prevention and safety planning, employment resources and transition services, alcohol/drug prevention and education, and 12-step meetings, which assist with transition services and the reduction of tensions within a facility/housing area. Other agency placements include assignments with River Patrol, the Cold Case Team, Citizen Patrol in the Gorge, Human Trafficking, Enforcement Records and other support services.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	# of service hours contributed by MCSO volunteers, interns & community partners	8,025	7,500	8,000	8,000	
Outcome	Dollar value savings resulting from contributions of volunteer time	177,651	156,375	177,120	177,120	
Output	Number of applicant inquiries and pre-screening reviews	158	125	230	230	
Outcome	Number of MCSO work units supported by volunteers, interns, community partners	15	15	18	18	

Performance Measures Descriptions

The Independent Sector hourly valuation of volunteer time is \$20.85 based on 2009 figures. (In conjunction with the Points of Light Foundation, the Independent Sector bases the value of volunteer time on the average hourly earnings of all production and nonsupervisory workers on private nonfarm payrolls, as determined by Bureau of Labor Statistics. This figure is increased by 12% to estimate for fringe benefits). Previous FY actual is being used for FY13 Actual given only half of current year has transpired. Estimate for FY15 based on totals for first half of FY14 x2.

Compliance monitoring of PREA (Prison Rape Elimination Act) and Harassment and Discrimination policies

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$43,539	\$0	\$0	\$0
Materials & Supplies	\$4,195	\$0	\$4,280	\$0
Total GF/non-GF	\$47,734	\$0	\$4,280	\$0
Program Total:	\$47,734		\$4,280	
Program FTE	0.50	0.00	0.00	0.00

Program Revenues						
Total Revenue	\$0	\$0	\$0	\$0		

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60044 MCSO Volunteers

Moved .5 Program Coordinator FTE from this Program Offer and into Program Offer 60045-15 MCSO Inmate Welfare.



Program #60045 - MCSO Inmate Welfare

7/7/2014

Department: Sheriff Program Contact: Michael Shults

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Inmate Welfare Fund (IWF), overseen by Sheriff's Command Staff and civilian members, provides services to arrestees, pretrial inmates and sentenced offenders including banking, law library, chaplain services and phone service. Through the profits of commissary items, telephone usage and other sources, IWF provides direct services and products that otherwise might not be funded for the benefit of the inmates.

Program Summary

The IWF trust fund provides an in-house banking system that enables inmates to safely deposit funds and utilize these funds for numerous purposes, including the purchase of commissary items. The revenues from commissary and phones provide additional services including chaplains, recreational items, tools for social and educational development and assisting inmates who are indigent. The IWF is fully funded by profits from the inmates, for the inmates. Commissary, which is part of the IWF, successfully provides culturally compatible products to inmates at low pricing. Furthermore, these profits pay for the jail chaplaincy program which meets prisoner needs regarding religious expression and legal requirements, and contributes to housing tranquility.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of offenders participating in Law Library	6,445	7,100	4,665	5,000	
Outcome	Number of hours of Law Library access provided to the participants	7,820	8,000	7,600	7,750	
Output	Number of Inmate Calls	188,715	180,000	138,616	138,000	
Outcome	Amount of Phone Revenue	\$488,651	\$475,000	\$371,797	\$372,000	

Performance Measures Descriptions

"Number of offenders..." from daily Law Library Move Lists returned by Deputies entered by Law Library Counselor in an Excel file. "Number of hours..." from facility Law Library Schedules and daily Law Library Move Lists (Total possible sessions - sessions not conducted), x 2 (each session = 2 hours) then entered by Law Library Counselor in an Excel file. The law library went into an electronic format. Phone usage decrease due to increased monitoring of inmate calls.

Charter 6.50(1)

Operational Procedures 06.106.010 - 06.106.088

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$292,511	\$0	\$273,878
Contractual Services	\$0	\$37,730	\$0	\$0
Materials & Supplies	\$0	\$153,047	\$0	\$96,242
Internal Services	\$0	\$87,603	\$0	\$84,097
Total GF/non-GF	\$0	\$570,891	\$0	\$454,217
Program Total:	\$570,891		\$454,217	
Program FTE	0.00	3.00	0.00	2.50

Program Revenues				
Indirect for Dept. Admin	\$29,718	\$0	\$24,123	\$0
Other / Miscellaneous	\$0	\$496,891	\$0	\$427,632
Interest	\$0	\$10,000	\$0	\$10,000
Beginning Working Capital	\$0	\$50,000	\$0	\$0
Service Charges	\$0	\$14,000	\$0	\$16,585
Total Revenue	\$29,718	\$570,891	\$24,123	\$454,217

Explanation of Revenues

Inmate Welfare Trust Fund:

\$16,586 - Hygiene Kits, Copies, Records Req, Hearings Fees, Statement Requests, Grievance Fees, Food Handlers Cert Fee

\$417,632 - Commission from Inmate Phone Usage

\$10,000 - Earned Interest

\$10,000 - Disciplinary Fines

Significant Program Changes

Last Year this program was: 60045 MCSO Inmate Welfare



Program #60050 - MCSO In-Jail Human Trafficking

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This offer purchases continued funding of a Corrections Sergeant to continue intelligence-gathering and intervention methodology regarding human trafficking as it is proliferated among jail inmates, to include the establishment of a screening instrument to identify at-risk pretrial inmates and sentenced offenders. This Sergeant collaborates with the Oregon Human Trafficking Task Force to both aid in prosecution of Human Trafficking crimes and intervene with victims while in custody.

Program Summary

A trend has been identified among the jail population whereby at-risk inmates are being used as a commodity by being identified and passed once out of custody to persons involved in crime types including coercion, prostitution, promoting prostitution, sex abuse and contributing to the delinquency of a minor. This offer would continue funding of a Corrections Sergeant to develop intelligence collection, organization and dissemination operations targeting human trafficking activities inside the jails. The Corrections Sergeant shares names and information with the Oregon Human Trafficking Task Force regarding intelligence gathered on potential perpetrators, maintains a data-base module for tracking and information dissemination and uses a screening instrument to quickly identify at-risk inmates and connect those inmates with in-jail programs and intervention/ transition services.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	In Custody Victims Identified	49	50	40	45	
Outcome	Juvenile Victims Identified	19	10	12	10	
Outcome	Involved Cases Prosecuted	28	12	5	10	
Outcome	Involved Cases Pending Prosecution	11	25	25	25	

Performance Measures Descriptions

In Jail Human Trafficking continues to see an increase in involved cases. There are more units finding Human Trafficking in their cases, domestic violence cases, gang cases, drug cases and a large amount of P/V sanctions. MCSO has been involved with training other law enforcement and criminal justice agencies on how to identify Human Trafficking in jail and how this information can help them with their case.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$161,160	\$0	\$161,088	\$0
Total GF/non-GF	\$161,160	\$0	\$161,088	\$0
Program Total:	\$161,160		\$161	,088
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60050 MCSO In-Jail Human Trafficking



Program #60060 - MCSO Enforcement Division Admin

7/7/2014

Department:SheriffProgram Contact:Jason GatesProgram Offer Type:AdministrationProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Enforcement Division administration provides administrative leadership and strategic direction to the Sheriff's Office Enforcement Division. The Division administration develops Sheriff's policies and directives into the Enforcement program offerings that serve the public here in Multnomah County.

Program Summary

The Enforcement Division is responsible for the protection of life and property and for enforcement of the Oregon Criminal Code and County Ordinances. Enforcement Division provides police and marine patrol, investigative services, civil process services, and participates in multi-agency task forces. The Enforcement Division also collaborates with County Emergency Management to plan and staff emergency operations. The programs operated by these divisions address all the major factors in citizens feeling safe at home, work, school and play – namely the public safety system, social conditions and communities. The programs offered hold offenders accountable for their actions, provide for treatment and rehabilitation resources, education and leverage collaboration with other community safety system providers. Division Directors are responsible for policy development, the assignment of resources, and oversight for all Division functions. They provide supervision, coordination, and management to the Divisions.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Percent performance measurements met in Division	97%	90%	90%	90%	
Outcome	Number of voluntary resignations	8	10	13	10	

Performance Measures Descriptions

"Percent performance measures met in Division" represents a summation of total Division performance measures. Does not include Enforcement Admin.

[&]quot;Number of voluntary resignations" come from Human Resources.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$233,730	\$0	\$254,373	\$0
Contractual Services	\$80,956	\$0	\$82,574	\$0
Materials & Supplies	\$115,214	\$0	\$117,520	\$0
Internal Services	\$287,073	\$0	\$324,988	\$0
Total GF/non-GF	\$716,973	\$0	\$779,456	\$0
Program Total: \$716,973		,973	\$779),456
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60060 MCSO Enforcement Division Admin



Program #60061 - MCSO Enforcement Division Support

7/7/2014

Department:SheriffProgram Contact:Becky ChildProgram Offer Type:SupportProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Enforcement Support Unit is partially composed of Enforcement Records, Civil Support, and Word Processing. The Concealed Handgun Unit and Alarm Ordinance Unit are also part of the Enforcement Support Unit however have separate budgets. The main functions of these units are to provide clerical support for all the Units that comprise the Enforcement Division of the Sheriff's Office.

Program Summary

The Records Unit operates 24 hours a day, 7 days a week, 365 days a year. The Records Unit receives processes and maintains law enforcement, warrant, and protective order records for Multnomah County. Accurate and timely processing of information and records is critical to the overall operations of the Multnomah County Sheriff's Office and has a direct effect on timely arrests, detention of prisoners and police officer safety. The Records Unit is often the first point of contact with the Sheriff's office for the public, other agencies, and other law enforcement personnel and therefore are fielding questions and making appropriate referrals if needed. The Civil Support Unit provides clerical support for the Civil Unit duties of serving court papers and enforcing court orders such as small claims, divorce papers, subpoenas, child support, restraining orders and eviction papers. The Civil Support Unit also prepares and tracks Real Property foreclosures and is available to assist the public with civil paperwork. The Word Processing Unit is responsible for providing clerical support to the Enforcement Command staff as well as the Specialized Units such as Detectives.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of warrants received and entered	18550	18000	22000	22000			
Outcome	Number of protective orders received and entered	1972	2500	2200	2500			
Output	Number of law enforcement records entered	8100	10000	9000	9000			
Output	Number of LEDS/NCIC records validated (PO, Warrants, Others)	20747	18000	18000	18000			

Performance Measures Descriptions

Data generated from monthly reports which are compiled from daily tally sheets. "Warrants entered" is verified by a SWIS report. The report numbers issued performance measure is generated out of PPDS.

ORS 206.010 General duties of sheriff. (3) Execute the process and orders of the courts of justice or of judicial officers, when delivered to the sheriff for that purpose, according to law. (4) Execute all warrants delivered to the sheriff for that purpose by other public officers, according to law.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$2,060,316	\$0	\$2,092,902	\$0
Contractual Services	\$13,186	\$0	\$13,450	\$0
Materials & Supplies	\$51,487	\$0	\$52,517	\$0
Internal Services	\$29,170	\$0	\$29,691	\$0
Total GF/non-GF	\$2,154,159	\$0	\$2,188,560	\$0
Program Total:	\$2,154,159		\$2,18	8,560
Program FTE	24.00	0.00	24.00	0.00

Program Revenues					
Fees, Permits & Charges	\$30,000	\$0	\$20,000	\$0	
Other / Miscellaneous	\$10,000	\$0	\$10,000	\$0	
Total Revenue	\$40,000	\$0	\$30,000	\$0	

Explanation of Revenues

General Fund: \$20,000 - Tow Fees \$9000 - Report Requests \$1000 - Report Here Reports

Significant Program Changes

Last Year this program was: 60061 MCSO Enforcement Division Support



Program #60063 - MCSO Patrol

7/7/2014

Department: Sheriff **Program Contact:** Monte Reiser

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Patrol Unit protects citizens residing and/or recreating in unincorporated Multnomah County by responding to emergencies, patrolling neighborhoods, performing traffic safety duties and providing education throughout the communities. Patrol provides emergency preparedness, assistance and intervention as part of the treatment service continuum. Patrol deputies and sergeants develop and implement community policing projects utilizing community based policing principles and frontline human services while providing safety to citizens.

Program Summary

Patrol provides 24/7 protection of life and property for visitors and residents living in the unincorporated areas of Multnomah County. They provide protection services by responding to service calls through the 911 system, non-emergency dispatch or self-initiated field activities. Deputies are the first responders to any emergency requiring an immediate response. Working with schools, businesses and neighborhood associations, deputies seek to understand community needs and use problem solving skills to assess, investigate, and intervene in criminal and gang related activities. Criminal intervention sometimes results in disruption of the family unit and deputies use social service providers to help stabilize children and families through housing, health and mental health services. Traffic safety through education and intervention provides safe streets and highways to access commerce and recreation opportunities for the community. A visible public safety system is critical for citizens in feeling safe at home, school, work, and play. Evidence through the Bureau of Justice Administration studies shows that community policing is a proven and historical strategy to community safety. The Patrol Unit works actively with citizen groups and neighborhood associations to develop agreed upon response plans for identified problems. The Patrol Unit provides the introduction of county wide social service programs to the community.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Calls for service	47,190	50,000	48,462	48,000			
Outcome	Number of arrests generated from calls for service	2,669	2,800	2,644	2,656			
Outcome	Average response time (minutes)	15	15	16	15			

Performance Measures Descriptions

Calls for service includes self-initiated and dispatched incidents. Response time is for dispatched calls only. Data from BOEC. Arrest data from DSSJ cubes.

ORS 206.010, General duties of sheriff ORS 204.635, Deputies of sheriff; special appointment, authority of; liability of ORS 206.210, Authority of sheriff over organization of office ORS 206.345, Contracts with cities, authority under contract ORS 401.560, Search and Rescue, responsibilities of sheriff.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$5,164,535	\$206,662	\$5,992,290	\$154,458
Contractual Services	\$2,302	\$0	\$2,348	\$0
Materials & Supplies	\$102,539	\$41,496	\$104,589	\$33,327
Internal Services	\$554,106	\$13,842	\$618,848	\$13,153
Total GF/non-GF	\$5,823,482	\$262,000	\$6,718,075	\$200,938
Program Total:	\$6,085,482		\$6,91	9,013
Program FTE	36.70	0.30	37.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$9,994	\$0	\$9,344	\$0
Intergovernmental	\$0	\$127,000	\$0	\$99,000
Other / Miscellaneous	\$0	\$50,000	\$0	\$15,000
Beginning Working Capital	\$0	\$5,000	\$0	\$6,938
Service Charges	\$407,851	\$80,000	\$428,328	\$80,000
Total Revenue	\$417,845	\$262,000	\$437,672	\$200,938

Explanation of Revenues

General Fund:

\$4000 - Misc. Patrol/Security Services Provided

\$33,852-Patrol Services provided to City of Maywood Park (2% COLA increase from Prev. Year)

\$390,476-Patrol Services provided to City of Wood Village (2% COLA increase from Prev. Year)

Fed/State Fund:

\$20,000 - Patrol Services provided to Oregon State Parks within Multnomah County

\$5000 - OSSA Seatbelt Grant

\$10,000 - OSSA DUII Grant

\$60,000 - Patrol Services provided to Or. Dept. of Transportation within Construction Zones

Significant Program Changes

Last Year this program was: 60063 MCSO Patrol



Program #60064 - MCSO Civil Process

7/7/2014

Department: Sheriff **Program Contact:** Monte Reiser

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Civil Unit is the enforcement arm of the civil and probate court system. Notice and enforcement actions originate through the civil, probate, and family courts and are processed through the delivery and services made by this unit. Civil enforcement actions are statutorily mandated to the Sheriff.

Program Summary

The Civil Unit is the ministerial arm of the Circuit Court. All court actions are initiated through a written notification to parties of a pending action and these documents are delivered by the Civil Unit. Through the Civil Unit, court orders to seize and sell property, satisfy landlord/tenant actions, and enforce child custody disputes are enforced in an objective, fair, and equitable manner in compliance with Oregon statutes and rules on civil procedure. Through probate court, families, police officers and other interested parties seek involuntary commitment for allegedly mentally ill persons suffering from episodes so debilitating that they are a danger to themselves or others. The Civil Unit deputy locates, transports, and provides security for the person and the court. When domestic violence threatens the family unit, deputies in the Civil Unit serve domestic violence restraining orders to protect family members from violence and aggressive behavior.

Civil Unit deputies experience incidents of physical resistance when performing their duties. In particular, evictions may involve subjects who barricade themselves requiring s substantial dedication of resources and time. Often times, these incidents require the skill of the Multnomah County Special Weapons and Tactics Team to perform a measured response tactical entry into the residence to execute the eviction while providing safety for nearby citizens. Persons subject to the court's orders have threatened to kill uniformed staff, displayed firearms, discharged firearms, and fortified apartments and homes to prevent the court action. It is routine for persons to hide within dwellings to avoid being contacted by civil deputies. A balanced public safety system provides citizens the ability and right to address their grievances in a safe, fair and equitable manner.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of individuals served through civil process	12,110	13,500	13,500	13,500		
Outcome	Percent successfully served documents	79%	80%	80%	80%		
Outcome	Percent protective orders served	75%	80%	80%	80%		
Output	Number of evictions	720	800	800	800		

Performance Measures Descriptions

Data from the "Civil Process" data base.

ORS 107.720-730, 206.010-070 and 180, 433.355, 93.530 and Chapter 23. Oregon Rules on Civil Procedure Rule 7

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,447,469	\$0	\$1,465,971	\$0
Contractual Services	\$1,150	\$0	\$1,173	\$0
Materials & Supplies	\$39,674	\$0	\$40,465	\$0
Internal Services	\$93,665	\$0	\$128,066	\$0
Capital Outlay	\$0	\$0	\$45,000	\$0
Total GF/non-GF	\$1,581,958	\$0	\$1,680,675	\$0
Program Total:	\$1,58	1,958	\$1,680,675	
Program FTE	12.00	0.00	12.00	0.00

Program Revenues					
Fees, Permits & Charges	\$237,076	\$0	\$500,000	\$0	
Service Charges	\$196,500	\$0	\$202,000	\$0	
Total Revenue	\$433,576	\$0	\$702,000	\$0	

Explanation of Revenues

General Fund:

\$150,000 - Civil Process Fees

\$350,000 - Civil Foreclosure Fees due to property sales

\$200,000 - Circuit Court Revenue

\$2000 - Reimbursement for State Extraditions

Significant Program Changes

Last Year this program was: 60064A MCSO Civil Process

Increase in Capital Equipment for the purchase of an SUV vehicle for the Civil Process Unit.



Program #60065 - MCSO River Patrol

7/7/2014

Department:SheriffProgram Contact:Travis Gullberg

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Sheriff's River Patrol Unit partners with the Oregon Marine Board, the Port of Portland, U.S. Coast Guard to provide safe commercial and recreational access and passage to the county's 110 miles of waterways along the Columbia River, Willamette River, Sandy River and Multnomah Channel. The River Patrol Unit provides law enforcement and search and rescue services to all river, lake, shoreline and island locations in Multnomah County.

Program Summary

The River Patrol Unit provides protection and intervention for the numerous county moorages, marinas, and houseboat communities. The country's fifth largest port requires unobstructed ingress and egress of commercial ship movement into the region. Marine deputies respond to all life threatening marine calls for service such as boat collisions, drowning, missing persons, and environmental hazards. Deputies provide boater safety education and intervention through classroom, boat inspections and enforcement activities. It is crucial for the local economy that cargo vessels, carrying consumer products, efficiently transport these goods in a timely and efficient manner. In FY 2011, the Port of Portland moved 12,310,919 short tons of cargo through its facilities and there were 510 calls to port terminals by ocean-going vessels. Community livability contributes to a thriving economy and access to work, cultural, and recreational activity is an important element of a thriving economy. River Patrol participates in regional multi-agency marine security drills to promote efficient coordination of first responder resources. This unit provides critical infrastructure security protection along Multnomah County waterways. The Oregon Marine Board contributes approximately one third of the funding needs for the Sheriff's Office River Patrol. River Patrol Unit is key to emergency preparedness on/near the regional waterways; they participate in numerous agency collaborations and are a significant function to a visible public safety system.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Hours of community water safety education	267	215	180	215			
Outcome	Number of citizens issued boater examination reports, warning, and citations	3,463	3,200	3,200	3,200			

Performance Measures Descriptions

Data from Oregon State Marine Board website "Number of citizens issued boater examination reports, warning, and citations" includes the following boater contact types: HIN Insp, Pass MTR, Fail w/warn MTR, Fail w/cite MTR, Pass NM, Fail w/warn NM, and Fail w/cite NM. (Education for FY13 plus 59 prep hours, FY14 40 prep hours)

Patrol operates under ORS Chapter 830 and contracts with the Oregon Marine Board.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,384,608	\$689,812	\$1,475,518	\$719,610
Contractual Services	\$18,007	\$0	\$8,367	\$0
Materials & Supplies	\$126,733	\$31,396	\$139,267	\$69,068
Internal Services	\$214,783	\$56,039	\$196,562	\$3,439
Capital Outlay	\$33,796	\$327,000	\$33,797	\$240,095
Total GF/non-GF	\$1,777,927	\$1,104,247	\$1,853,510	\$1,032,212
Program Total: \$2,882,174		2,174	\$2,88	5,721
Program FTE	9.00	5.50	9.00	5.50

Program Revenues					
Indirect for Dept. Admin	\$40,460	\$0	\$2,443	\$0	
Intergovernmental	\$0	\$1,038,247	\$0	\$986,212	
Other / Miscellaneous	\$1,400	\$50,000	\$0	\$30,000	
Service Charges	\$0	\$16,000	\$0	\$16,000	
Total Revenue	\$41,860	\$1,104,247	\$2,443	\$1,032,212	

Explanation of Revenues

Fed/State Fund:

\$16,000 - River Patrol Services for Government Island

\$746,117 - River Patrol Services for the Oregon Marine Board

\$240,095 - Oregon Office of Domestic Preparedness, Urban Area Security Initiative (UASI) Grant

Special Ops Fund:

\$30,000 - Reimbursement for Boat Repair and Boat Fuel from other Jurisdictions

Significant Program Changes

Last Year this program was: 60065 MCSO River Patrol

Decrease in Non-General Fund Revenue due to completion and closing of UASI Boat Grant in Fiscal Year 2014.



Program #60066 - MCSO Detectives, INTERCEPT, Elder Abuse

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program provides for investigation of all crimes, including those involving homicide, sexual assault, burglary, fraud and theft to citizens and business, crimes against children, the elderly and property crimes.

County-wide services provided by the Sheriff's Office includes investigations of crimes committed against children by use of technology (INTERCEPT).

Program Summary

Detectives investigate all crimes that are not concluded by patrol deputies. The Detective Unit is responsible for responding to the scenes of crimes, conducting preliminary and follow-up investigations, preparing the required investigative reports, preparing an analysis of the report, apprehending the suspect, preparing the case for a successful prosecution, and testifying in court. The MCSO Detectives are part of the East County Major Crimes Team. The Countywide Investigation program funds the Sheriff's Office participation in several inter-agency teams. These teams are able to pool resources and leverage personnel for more effective results.

The Detective Unit also registers approximately 450 sex offenders annually and conducts sex offender compliance sweeps.

The INTERCEPT detective works in a Multi-Sheriff Office and Department of Justice team in the tri-county jurisdiction. This detective investigates state and federal laws relating to crimes against children, child pornography, child exploitation and the use of computers to promote these crimes.

The Elder Abuse detective also works in a multidisciplinary team that works together to help keep seniors safe and investigates crimes against the elderly. The primary purpose of the Elder Abuse Detective is to help victims – current victims, future victims, potential victims. When elders are financially abused the best way to help them is to give them a sense of justice through effective investigation and prosecution which can result in restitution as part of the judgment. This detective works directly and is housed with Multnomah County Adult Protective Services.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Total cases investigated	1,555	1,200	1,650	1,600	
Outcome	Total cases cleared	850	500	850	700	
Output	Person crime cases investigated	183	150	225	150	
Outcome	Person crime cases cleared	145	100	150	100	

Performance Measures Descriptions

Data from Law Enforcement Associates Data Technologies caseload database.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,293,031	\$0	\$1,367,424	\$0
Contractual Services	\$7,447	\$6,496	\$7,596	\$0
Materials & Supplies	\$27,307	\$0	\$27,854	\$0
Internal Services	\$82,304	\$504	\$100,394	\$0
Total GF/non-GF	\$1,410,089	\$7,000	\$1,503,268	\$0
Program Total:	\$1,417,089		\$1,50	3,268
Program FTE	9.00	0.00	9.00	0.00

Program Revenues					
Indirect for Dept. Admin	\$364	\$0	\$0	\$0	
Other / Miscellaneous	\$0	\$7,000	\$0	\$0	
Total Revenue	\$364	\$7,000	\$0	\$0	

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60066 MCSO Detectives, INTERCEPT, Elder Abuse



Program #60067 - MCSO Special Investigations Unit

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program provides for the investigation of crimes involving the sale, distribution, and manufacturing of dangerous drugs. The Special Investigations Unit (SIU) is charged with enforcing state narcotics laws, prostitution activities, and assisting with advanced surveillance of major criminal cases. Emphasis of drug investigations is placed on narcotics distributors who supply to street level dealers, referred to as mid to upper mid-level narcotics traffickers. SIU is a resource for investigating and apprehending suspects involved in Human Trafficking of children.

Program Summary

The purpose of the Special Investigations Unit (SIU) is to investigate illegal drug activities in the Metro area, and other criminal activity as directed by the Sheriff. The unit conducts criminal investigations of street level illicit drug activity, up to and including the prosecution of federal narcotics crimes. Investigations often lead to Drug Trafficking Organizations (DTO's) that transport and eventually sell dangerous drugs for a profit. SIU investigations take them into areas considered hazardous to health and public safety. Investigations conducted by the SIU detectives have resulted in indictments and prosecutions in numerous meth lab cases. SIU coordinates clean-up of drug labs. With the changing needs and priorities of our communities, SIU has modified its mission over the past several years to accommodate the significant impacts of Methamphetamine and other dangerous drugs infesting our neighborhoods, schools, recreational areas and work places. Statistics show that about 90% of all crime can be attributed to dangerous drugs in our community. The SIU program is partially funded through grants, revenues received from forfeitures and federal case funding.

SIU has the responsibility to proactively identify, investigate, prepare the required investigative reports, apprehend the suspect(s), prepare the case for a successful prosecution and testify in court in all cases dealing with illegal drugs and vice activities.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	SIU drug cases	154	120	140	130	
Outcome	Percent of SIU drug cases that are methamphetamine	52.9%	50%	57%	50%	
Output	Number of searches	81	60	80	70	
Outcome	Percent of searches resulting in an arrest	99%	99%	100%	99%	

Performance Measures Descriptions

Data are compiled from an Excel database reported monthly. The numbers of drug cases conducted are tied solely to the unit's manpower.

ORS 206.010, General duties of sheriff

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$639,068	\$198,718	\$640,911	\$131,062
Contractual Services	\$0	\$45,674	\$0	\$30,000
Materials & Supplies	\$3,759	\$9,279	\$3,834	\$10,500
Internal Services	\$34,828	\$19,710	\$44,082	\$11,438
Total GF/non-GF	\$677,655	\$273,381	\$688,827	\$183,000
Program Total:	\$951	\$951,036		,827
Program FTE	5.00	0.00	5.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$14,231	\$0	\$8,125	\$0
Intergovernmental	\$0	\$133,381	\$0	\$33,000
Other / Miscellaneous	\$0	\$100,000	\$0	\$140,000
Service Charges	\$0	\$40,000	\$0	\$10,000
Total Revenue	\$14,231	\$273,381	\$8,125	\$183,000

Explanation of Revenues

Fed/State Funds:

\$3000 - Marijuana Eradication Grant

\$30,000 - Proceeds from Federal Equitable Sharing Forfeitures

Special Ops Funds:

\$10,000 - Reimbursement from OCDETF Activity

\$20,000 - Proceeds from Seizure/Forfeiture Auctions

\$120,000 - Proceeds from Civil Seizure/Forfeitures due to criminal activity

Significant Program Changes

Last Year this program was: 60067A MCSO Special Investigations Unit



Program #60068 - MCSO Warrant Strike Team

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Excessive un-served warrants are a problem Multnomah County shares with many other jurisdictions. Warrant backlogs keep wanted persons from being held accountable for their actions and threaten public safety. Four full-time deputies are assigned to the Warrant Strike Team. This program benefits citizens by removing wanted subjects from our neighborhoods, preventing crime and associated costs to future victims and potential prosecutorial cost savings.

Program Summary

The purpose of this program is to reduce the number of felony and misdemeanor warrant offenders that currently reside in Multnomah County. The Warrant Strike Team is responsible for arresting persons with felony and misdemeanor warrants issued by the courts to include warrants for Measure 11 offenses. In May of 2007, Multnomah County Commissioner Lisa Naito produced a "3 step action plan to address the excessive number of outstanding warrants in Multnomah County". This plan included funding for the addition of two deputies to the Multnomah County Sheriff's Office Law Enforcement Division in the creation of this program. Members of MCSO met with local police agencies and the Multnomah County District Attorney's Office to establish initial operating protocols to include the prioritization of warrants to be served by strike team deputies. After the initial implementation period, strike team members identified two areas necessitating a request for two additional deputies. The two areas identified were safety/inmate transport and the need to address the large number of individuals residing/visiting with "out of area" warrants. MCSO, the Board of Commissioners and District Attorney's Office sponsored an effort to fund two additional deputy sheriffs to the Warrant Strike Team.

The Multnomah County Sheriff's Office Warrant Strike Team is charged by the Multnomah County Board of Commissioners and the State of Oregon (ORS 206.010) to serve felony and misdemeanor warrants issued in Multnomah County, Oregon. The Warrant Strike Team operates in partnership with the Multnomah County District Attorney's office where the team's primary office is located. The Warrant Strike Team works closely with DA's office members to prioritize and manage the execution of specific warrants. This program has had a positive impact on the number of wanted persons arrested and number of attempt service of warrants which assists the DA's office in addressing "speedy trial" issues. The Warrant Strike Team is also helping to tackle the increasing number of out of compliance sex offenders in Multnomah County.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Total warrant service attempts	1,165	1,200	1,200	1,200		
Outcome	Total warrants served	474	420	500	450		
Outcome	Total warrant arrests	431	400	400	400		

Performance Measures Descriptions

Data compiled from an Excel database reported monthly.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$688,496	\$0	\$723,083	\$0
Contractual Services	\$2,670	\$0	\$2,723	\$0
Materials & Supplies	\$11,565	\$0	\$11,796	\$0
Internal Services	\$22,851	\$0	\$25,411	\$0
Capital Outlay	\$36,890	\$0	\$20,000	\$0
Total GF/non-GF	\$762,472	\$0	\$783,013	\$0
Program Total:	\$762	\$762,472		3,013
Program FTE	5.00	0.00	5.00	0.00

Program Revenues					
Service Charges	\$16,500	\$0	\$26,000	\$0	
Total Revenue	\$16,500	\$0	\$26,000	\$0	

Explanation of Revenues

General Fund:

\$26,000 - Reimbursement for US Marshal Fugitive Task Force Activity

Significant Program Changes

Last Year this program was: 60068 MCSO Warrant Strike Team



Program #60069 - MCSO Alarm Program

7/7/2014

Department:SheriffProgram Contact:Becky Child

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The citizens of Oregon have designated certain activities to be regulated to facilitate a safe and livable community. Through an alarm permitting program, burglar alarms are regulated to enhance police response alarms.

Program Summary

The False Alarm Reduction Program regulates burglary and robbery alarms in unincorporated Multnomah County and through collaborative contracts with east Multnomah County cities. Alarm regulation increases the probability that police respond to a valid alarm, saving scarce Public Safety resources. False alarm penalties promote good equipment maintenance technology. False alarm response is a nonproductive use of police time and resources. Current and valid permits as well as properly functioning alarms promote safety through quick response. Citizens using alarms partner with police to promote safety in their community.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of alarm events	2438	2500	2500	2500	
Outcome	Number of false alarms dispatches completed	1479	1500	1500	1500	
Output	Number of new alarm permits issued	701	1000	1000	1000	
Output	Number of existing alarm permits renewed	5841	6000	6000	6000	

Performance Measures Descriptions

The performance measures for the Alarms Unit are all generated out of SAP.

Alarm permitting is mandated in Unincorporated by MCC 15.703 and contracts with the cities of Gresham, Troutdale, Wood Village and Maywood Park.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$124,504	\$0	\$125,347
Contractual Services	\$0	\$58,485	\$0	\$71,891
Materials & Supplies	\$0	\$2,566	\$0	\$2,566
Internal Services	\$0	\$24,445	\$0	\$27,696
Total GF/non-GF	\$0	\$210,000	\$0	\$227,500
Program Total:	\$210,000		\$227	7,500
Program FTE	0.00	1.50	0.00	1.50

Program Revenues					
Indirect for Dept. Admin	\$10,932	\$0	\$12,082	\$0	
Fees, Permits & Charges	\$0	\$130,000	\$0	\$137,500	
Other / Miscellaneous	\$0	\$80,000	\$0	\$90,000	
Total Revenue	\$10,932	\$210,000	\$12,082	\$227,500	

Explanation of Revenues

Special Ops Fund: \$17,500 - Alarms Late Fees \$120,000 - Alarms Permits \$90,000 - Alarms Fines

Significant Program Changes

Last Year this program was: 60069 MCSO Alarm Program



Program #60070 - MCSO Concealed Handgun Permits

7/7/2014

Department:SheriffProgram Contact:Becky Child

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The citizens of Oregon have designated certain activities to be regulated to facilitate a safe and livable community. The issuance of concealed handgun licenses ensures safe, appropriate, and legal carrying of concealed handguns.

Program Summary

The Concealed Handgun Unit investigates applicants and issues concealed handgun licenses to those who meet the legal standards set by Oregon Statutes. The Unit monitors existing licenses and if needed revokes licenses for reason designated in the Oregon Statutes. The Concealed Handgun Unit processes renewal notifications on a monthly basis and responds to questions from the public regarding the application process and other handgun related issues. A secondary function of the Concealed Handgun Unit is the issuance of Expedited Court Access ID cards. These applications are processed using the existing Concealed Handgun software system. Expedited Court Access ID Cards are issued as a courtesy to people who regularly are needing access to the Multnomah County Courthouse for their employment.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	New/renew concealed handgun permit applications	6041	6500	8800	7500	
Outcome	New/transfer/renewal concealed handgun permits issued	6262	7000	8500	8500	
Outcome	New denials and valid concealed handgun permits revoked	256	300	295	300	
Output	Number of Courthouse ID's issued	671	800	1000	1000	

Performance Measures Descriptions

Performance Measures for the CHL Unit are mostly generated out of the PERMITS system which is the licensing computer system. New Applications received are hand tallied on a calendar.

Concealed Handgun licensing is mandated by ORS 166.291-297.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$238,670	\$0	\$295,185
Contractual Services	\$0	\$40,000	\$0	\$40,000
Materials & Supplies	\$1,257	\$30,433	\$1,282	\$32,801
Internal Services	\$8,716	\$25,897	\$8,732	\$32,014
Total GF/non-GF	\$9,973	\$335,000	\$10,014	\$400,000
Program Total:	\$344,973		\$410	,014
Program FTE	0.00	3.00	0.00	3.00

Program Revenues				
Indirect for Dept. Admin	\$17,439	\$0	\$21,244	\$0
Fees, Permits & Charges	\$0	\$305,000	\$0	\$305,000
Beginning Working Capital	\$0	\$0	\$0	\$65,000
Service Charges	\$101,000	\$30,000	\$120,000	\$30,000
Total Revenue	\$118,439	\$335,000	\$141,244	\$400,000

Explanation of Revenues

General Fund:

\$120,000 - Facility Access ID Badges

Special Ops Fund:

\$65,000 - Carry-over from Fiscal Year 2014

\$5000 - OLCC Fees

\$300,000 - Concealed Handgun Licenses

\$30,000 - Handgun Safety Classes

Significant Program Changes

Last Year this program was: 60070 MCSO Concealed Handgun Permits



Program #60071 - MCSO TriMet Transit Police

7/7/2014

Department:SheriffProgram Contact:Monte Reiser

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program supports the Sheriff's Office participation in the TriMet Transit Police. TriMet police officers are funded through TriMet to maintain a safe transit system.

Program Summary

Transit police ensure a safe transit system by performing preventative patrol on TriMet's buses, trains and at TriMet's facilities, including the Portland Transit Mall. Deputies search for explosives and suspicious objects or behavior. TriMet transit police investigate crimes committed on TriMet property including those involving trespass and disorderly conduct. Transit deputies work in uniform and the unit has a plainclothes detail.

TriMet is a municipal corporation providing public transportation extensively throughout the three county Portland metro area. During fiscal year 2009, residents and visitors boarded a bus, MAX, or WES train 101.5 million times. TriMet carries more people per capita than any other comparable US transit system of similar size. TriMet's top priority is maintaining a safe transit system. Transit police deputies patrol TriMet vehicles and facilities.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of calls for service	2032	2100	1978	2000		
Outcome	Number of reported offenses for TriMet violations	5589	5500	3612	4000		
Output	Number of TriMet exclusions	221	250	174	200		

Performance Measures Descriptions

Calls for service data are from PPDS VCAD tactical inquiry.

Number of reported offenses for TriMet from PPDS tactical inquiry, offense "998." Exclusion data are also from PPDS tactical inquiry, offense "9981."

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$784,639	\$0	\$769,338
Internal Services	\$0	\$60,966	\$0	\$62,163
Total GF/non-GF	\$0	\$845,605	\$0	\$831,501
Program Total:	\$845,605		\$831	,501
Program FTE	0.00	6.00	0.00	6.00

Program Revenues					
Indirect for Dept. Admin	\$44,018	\$0	\$44,160	\$0	
Service Charges	\$0	\$845,605	\$0	\$831,501	
Total Revenue	\$44,018	\$845,605	\$44,160	\$831,501	

Explanation of Revenues

Special Ops Fund:

\$831,501 - Transit Patrol Services provided for Tri-met

Significant Program Changes

Last Year this program was: 60071 MCSO TriMet Transit Police



Program #60072 - MCSO Additional SIU Detective

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 60067-15

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

SIU has the responsibility to proactively identify, investigate, prepare the required investigative reports, apprehend the suspect(s), prepare the case for a successful prosecution, and testify in court in all cases dealing with illegal drugs, vice and human trafficking activities. This program adds one previously grant funded FTE to bring the level of general funded FTE's to four deputies, one sergeant and one investigative technician, which is a minimum staffing level for the safety of the team.

Program Summary

The Special Investigations Unit is charged with the responsibility for enforcing state narcotics laws, prostitution activities, and assist with advanced surveillance of major criminal cases. The purpose of the Special Investigations Unit (SIU) is to investigate illegal drug activities in the Metro area, and other criminal activity as directed by the Sheriff. The unit conducts criminal investigations of street level illicit drug activity, up to and including the prosecution of federal narcotics crimes. Investigations often lead to Drug Trafficking Organizations (DTO's) that transport and eventually sell dangerous drugs for a profit. SIU investigations take them into areas considered hazardous to health and public safety. Investigations conducted by the SIU detectives have resulted in indictments and prosecutions in numerous meth lab cases. SIU coordinates clean up of drug labs. With the changing needs and priorities of our communities, SIU has modified its mission over the past several years to accommodate the significant impacts of Methamphetamine and other dangerous drugs infesting our neighborhoods, schools, recreational areas and work places. Statistics show that about 90% of all crime can be attributed to dangerous drugs in our community. SIU is a local law enforcement resource for investigating and apprehending suspects involved in domestic and/or foreign Human Trafficking of children. The SIU program is partially funded through grants, revenues received from forfeitures and federal case funding.

Over the past forty years practice and mission execution has taught us that the minimum number of personnel to safely and effectively conduct these types of high risk operations that the Special Investigations Unit takes on is a minimum of one supervisor and four deputies.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	SIU Drug Cases	-	-	-	25	
Outcome	Percent of SIU drug cases that are methamphetamine	-	-	-	50%	
Output	Number of searches	-	-	-	20	
Outcome	Percent of searches resulting in an arrest	-	-	-	99%	

Performance Measures Descriptions

Data are compiled from an Excel database reported monthly. The numbers of drug cases conducted are tied solely to the unit's manpower. The numbers above are one fourth of the SIU's Unit numbers as this position is one fourth of the team.

ORS 206.010, General duties of sheriff

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$95,816	\$0
Total GF/non-GF	\$0	\$0	\$95,816	\$0
Program Total:	\$0		\$95,	816
Program FTE	0.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:



Program #60073 - MCSO Human Trafficking Task Force

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

MCSO, in partnership with the Department of Justice, the local U. S. Attorney, and other stakeholders, provides public awareness of human trafficking, identifies victims of severe trafficking, and assists victims who are willing to cooperate in the investigation of traffickers to obtain continued presence and/or a temporary visa.

Program Summary

MCSO will develop training materials for officers and investigators to improve their identification of human trafficking victims. In addition to providing training to police officers, MCSO will also train its jail and court personnel to identify trafficking victims who may have been overlooked by police and other investigators. A key component of this training is the development of written protocols and resource manuals that enhance coordination and sharing of information and resources between law enforcement agencies and victims service providers. MCSO will develop protocols for resource referral and service provisions for U.S victims of human trafficking versus alien victims of trafficking. MCSO and its task force partners will define the role for its law enforcement and service provider partners in training others in the community, such as medical personnel, landlords, transportation industry personnel, fire marshals, code enforcement, health inspectors, and others to identify the signs of human trafficking. Since the passage of the Trafficking and Violence Protection Act of 2000, human trafficking continues to be a major concern in the Pacific Northwest. Oregon's character as a port of entry, the known intensity of human trafficking along the I-5 corridor, and its large agricultural industry, make Oregon a haven for coerced labor activity and sexual exploitation of individuals for commercial gain. The I-5 corridor is a known transport artery for not only illegal drugs, but also human trafficking, carrying victims from as far south as San Diego through Oregon to as far north as Vancouver, British Columbia. Local, state, and federal law enforcement have worked on over fifty sex trafficking cases of both domestic and international victims, a fraction of suspected activity in Oregon. Local law enforcement agencies, including MCSO, have also seen an increase in illegal drug dealing by persons who may have been coerced into drug dealing.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of investigations assigned	34	25	35	30			
Outcome	Number of victims located	145	90	100	90			
Output	Training hours re human trafficking provided to law enforcement and civilians	187	150	160	150			

Performance Measures Descriptions

Data from hand counts of reports compiled by Deputy Bickford.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$132,923	\$0	\$133,101	\$0
Total GF/non-GF	\$132,923	\$0	\$133,101	\$0
Program Total:	\$132,923		\$133	,101
Program FTE	1.00	0.00	1.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60073 MCSO Human Trafficking Task Force



Program #60074 - MCSO Metro Services

7/7/2014

Department:SheriffProgram Contact:Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Metro serves Clackamas, Multnomah and Washington counties, and the 25 cities in the Portland metropolitan area. One of Metro's principle missions is to protect open space and parks. Within this mission, the MCSO Metro Services Unit consists of a detective who enforces disposal laws and Metro's rules and regulations for disposal and 2 Corrections Deputies that are in charge of two Inmate Work Crews assigned to cleaning up illegal dump sites.

Program Summary

Through a contract with Metro, a regional government that serves Multnomah, Clackamas, and Washington counties, the Sheriff's Office provides one detective to combat illegal dumping. The Detectives in this unit have knowledge of applicable laws and ordinances and work to enforce these laws. This includes (but is not limited to): investigation and surveillance of companies that haul waste to determine if they are disposing of solid waste properly, investigation of incidents of illegal dumping, coordination of efforts to curtail problems and educate stakeholders with issues associated with solid waste, surveillance of chronic dump sites, and the coordination of the legal removal of chronic transient camps. Illegal dumping is a crime. Illegal dumping is a major problem that raises significant concerns with regard to safety, property values, and quality of life in our community. In addition, it is a major economic burden on local government, which is typically responsible for cleaning up dump sites. If not addressed, illegal dumps often attract more waste, potentially including hazardous wastes such as asbestos, household chemicals and paints, automotive fluids, and commercial or industrial wastes. Health risks associated with illegal dumping are significant. Metro protects open space and parks, plans for land use and transportation, and manages garbage disposal and recycling for 1.3 million residents in three counties and 25 cities in the Portland, Oregon, region. The MCSO Metro Services Unit combats illegal dumping.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number flow control and regulatory cases cited	46	12	44	30			
Outcome	Dollar amount of flow control and regulatory penalties	\$14,462	\$3,750	\$16,000	\$5,000			

Performance Measures Descriptions

Per Steve Kraten of METRO: The numbers are for the program as a whole and do not reflect the actions of any single individual. Numbers are for flow control cases only.

Data from METRO's internal case load manager.

1. Bringing flow control violators back into the "system" so that they pay the fee's and taxes on solid waste. 2.Deterring others from violating flow control.

Contract with Metro.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$395,141	\$19,965	\$321,090
Contractual Services	\$0	\$1,200	\$0	\$1,200
Internal Services	\$0	\$30,796	\$0	\$26,041
Total GF/non-GF	\$0	\$427,137	\$19,965	\$348,331
Program Total:	\$427	\$427,137		3,295
Program FTE	0.00	3.00	0.15	2.45

Program Revenues						
Indirect for Dept. Admin	\$22,235	\$0	\$18,499	\$0		
Service Charges	\$0	\$427,137	\$0	\$348,331		
Total Revenue	\$22,235	\$427,137	\$18,499	\$348,331		

Explanation of Revenues

Special Ops Fund:

\$348,330 - Enforcement/Investigation and Clean-up of Illegal Dumping provided for Metro.

Significant Program Changes

Last Year this program was: 60074 MCSO Metro Services

In Fiscal Year 2015, .4 of Corrections Deputy FTE is moved from this program offer to the Special Operations Fund portion of MCSO Inmate Work Crew Program Offer 60039-15 and .15 of Deputy Sheriff FTE is backfilled by the General Fund.



Program #60075 - MCSO Corbett School Resource Deputy

7/7/2014

Department:SheriffProgram Contact:Monte Reiser

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program provides law enforcement protection and early intervention to Corbett Schools for at-risk parents and children. Deputies provide educational programs to juveniles as a first level approach to the public safety system. The program is a conduit between schools, law enforcement and the county social service system as a whole. In addition, a highly trained Enforcement Deputy provides first line defense against violent actions taken if an active threat is present.

Program Summary

This program supports public safety by identifying and understanding the community's priorities and responding; collaborating and sharing information with partners in the community and public safety system; and contributes to assuring safe environments. The program works with at risk children in the schools and through their families, plus providing classes addressing drug use. These deputies provide for the first necessary step toward intervention. They are not only a stabilizing force for our young, but in many cases are role models toward the juveniles they encounter daily. This program introduces needed social service programs offered by the county which under normal circumstances would never reach those in need.

Activities include: illegal drug enforcement, prevention and education, providing resources for guiding and intervening with at risk high school students by supporting their teachers and parents, intervening in the exploitation, molestation and physical abuse of children and assisting their families. Educational programs provided stem from basic legal knowledge, traffic law, drunk driving and potential results, basic vehicle operation, drug use and the effects of, person to person crimes and the

effects on society. Partnerships include schools, Services to Children and Families, city, county and federal enforcement agencies.

Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Student Contacts	1,100	1,100	1,173	1,100		
Outcome	Percentage of students involved in crimes	0%	0%	1%	0%		
Output	Hours of classroom education	10	10	10	10		
Output	School Meetings	25	25	25	25		

Performance Measures Descriptions

Measures are new, but will be collected during the 2013-14 fiscal year.

ORS 206.010, General duties of sheriff

ORS 204.635, Deputies of sheriff; special appointment, authority, etc.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$30,287	\$93,170	\$39,691
Internal Services	\$0	\$2,353	\$0	\$3,207
Total GF/non-GF	\$0	\$32,640	\$93,170	\$42,898
Program Total:	\$32,640		\$136	,069
Program FTE	0.00	0.00	0.70	0.30

Program Revenues					
Indirect for Dept. Admin	\$1,699	\$0	\$2,278	\$0	
Service Charges	\$0	\$32,640	\$46,358	\$42,898	
Total Revenue	\$1,699	\$32,640	\$48,636	\$42,898	

Explanation of Revenues

General Fund:

\$46,358 - Corbett School District

Fed/State Fund:

\$42,898 - Patrol Services provided to the US Forest Service during the Summer Months

Significant Program Changes

Last Year this program was:



Program #60076 - MCSO Domestic Violence Enhanced Response

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Domestic Violence (DV) Victim Services & Coordination provides in-person services for 5,600 victims and children, management of grant-funded projects and coordination of multi-jurisdiction government and community responses. Research shows that these core services reduce re-assault of victims, and thus help to reduce violent crime in the county. This program offer funds a detective position as a member of the DV Enhanced Response Team.

Program Summary

The Domestic Violence Enhanced Response Team (DVERT) Project provides a multidisciplinary, intensive, collaborative response to complex domestic violence cases with a high risk of on-going, severe abuse or potentially lethal outcomes. DVERT intervention on individual cases includes immediate crisis and follow-up victim services, as well as criminal justice intervention.

Multnomah County expends \$11 million in criminal justice costs (jail, prosecution and probation supervision) annually, and DV costs the community another \$10 million in lost wages, health care and other costs. Services funded in this offer include: centralized access and crisis response (24,600 calls); safe emergency shelter or motel vouchers (990 women and children); civil legal advocacy insuring safety after separation (2,800 victims); mobile advocacy and rent assistance (650 women and children); and culturally specific services for Latinas, Russians, African Americans, Native Americans, immigrants/refugees, and sexual minorities (800 women and children). Evidence-based practices include emergency shelters, which reduce re- assault by 50%, and civil legal services, which reduce DV homicides. This program offer also includes grant-funded projects that serve an additional 310 victims and children: services to increase long-term self-sufficiency; services for victims and their children involved in Child Welfare; and DV Enhanced Response Team (DVERT) which is a collaborative response to high risk offenders and their victims. DV Enhanced Response Team (DVERT) which is a collaborative response to high risk offenders and their victims. DVERT has reduced recidivism of the high risk offenders in DVERT and increased victims' safety and their confidence in the criminal justice system. The 43 member organizations represent the criminal justice system, victim services, health care, batterers intervention, elected officials and others. In addition, the offer supports the development of the Gateway one-stop victim center.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of victims and children served	262	300	240	265	
Outcome	Total people served	441	450	500	460	
Output	Number of training's conducted	39	0	50	45	
Outcome	Total number of people trained	1184	0	1000	750	

Performance Measures Descriptions

Number served includes all clients and their children receiving in-person services provided by CGF, HUD or SHAP funds (ongoing funding).

Data from Multnomah County DVERT coordinator Becky Bangs.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$76,562	\$51,041	\$76,142	\$31,528
Total GF/non-GF	\$76,562	\$51,041	\$76,142	\$31,528
Program Total:	\$127,603		\$107,671	
Program FTE	0.60	0.40	0.60	0.25

Program Revenues					
Intergovernmental	\$0	\$51,041	\$0	\$31,528	
Total Revenue	\$0	\$51,041	\$0	\$31,528	

Explanation of Revenues

Fed/State Fund:

\$31,529 - .25 FTE of Deputy Sheriff funded by Domestic Violence Grant

Significant Program Changes

Last Year this program was: 60076 MCSO Domestic Violence Enhanced Response Tea



Program #60077 - MCSO Corbett Community Resource Deputy

7/7/2014

Department: Sheriff **Program Contact:** Monte Reiser

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Corbett Community Resource Deputy assists the community with emergency preparedness, safety education, and performs general liaison work on behalf of MCSO. This Community Resource Deputy coordinates and manages the Corbett Volunteer Citizen Patrol. This project increases safety and livability of the Columbia River Gorge.

Program Summary

MCSO provides 24/7 public safety coverage for the residents living in the unincorporated areas of Multnomah County, including Corbett. Deputies are first responders to any emergency requiring an immediate response. Working with schools, businesses and neighborhood associations, deputies seek to understand community needs and using problem solving skills to assess, investigate, and intervene in criminal and gang related activities. Criminal intervention sometimes results in disruption of the family unit and deputies use social service providers to help stabilize children and families through housing, health, and mental health services. Traffic safety through education and intervention provides safe streets to access commerce and recreation opportunities of the community. This program coordinates the execution of these responsibilities for the Corbett community. A visible public safety system is a critical factor to citizens feeling safe at home, school, work, and play. Evidence through the Bureau of Justice Administration studies shows that community policing is a proven and historical strategy to community safety.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of community meetings attended by CRO	144	144	144	144	
Outcome	Number of incidents Corbett	495	600	790	600	

Performance Measures Descriptions

Assumes CRO attendance at three meetings per week or 12/month. The position of Corbett Community Resource Office began in October 2008.

Data are from the CRO monthly reports.

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$132,923	\$0	\$133,101	\$0
Materials & Supplies	\$5,003	\$0	\$5,103	\$0
Total GF/non-GF	\$137,926	\$0	\$138,204	\$0
Program Total:	\$137,926		\$138,204	
Program FTE	1.00	0.00	1.00	0.00

Program Revenues					
Total Revenue	\$0	\$0	\$0	\$0	

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60077 MCSO Corbett Community Resource Deputy



Program #60078 - MCSO Logistics Unit

7/7/2014

Department:SheriffProgram Contact:Monte ReiserProgram Offer Type:SupportProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Logistics Unit manages the Sheriff's Office fleet operations. This includes procurement and installation of electronic technology for fleet vehicles. This unit oversees maintenance and building modifications for the Sheriff's Office. Additional responsibilities are equipping personnel, processing evidence seized, and controlling agency communication needs.

Program Summary

The Logistics Fleet Section is responsible for the acquisition, repair, and maintenance of approximately 180 vehicles, utilizing a variety of vendors including coordination with the County Shops. The Logistics' Evidence Section is responsible for the safe keeping of evidence and the public's property and then returning property to the rightful owner; the unit returns approximately \$25,000 in unclaimed cash to the General Fund annually. Along with the Fleet and Property duties, Logistics ensures that equipment, supplies and uniform needs are met for Public Safety personnel so that they can, then, perform their duties and tasks at an optimal level. They also coordinate radio template upgrades, activation and deletion of Mobile Data Computers & 800 MHz radios with COMNET, a necessary part of the emergency communications within the Portland Metro area. Logistics is an integral support for both the Law Enforcement and Corrections operational functions in the Sheriff's Office. Functions such as fleet, radio and evidence handling are critical to operations.

Performa	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of evidence exhibits received, processed and bar-coded	11,366	12,000	12,000	12,000			
Outcome	Number of cases closed and disposed	4,269	3,500	3,500	3,500			
Output	Number of uniform requisitions/invoices reconciled	852	900	1,000	1,000			

Performance Measures Descriptions

"Number of evidence exhibits received, processed and bar-coded" and "Number of cases closed and disposed" data from the internal evidence database.

Data provided by LPT Tom Mitchell, LE Evidence Room Tech. Tom also maintains a separate spread sheet as a check and balance on U drive.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$436,189	\$0	\$423,428	\$0
Contractual Services	\$1,134	\$0	\$1,156	\$0
Materials & Supplies	\$10,646	\$0	\$10,860	\$0
Internal Services	\$696,723	\$0	\$553,878	\$0
Total GF/non-GF	\$1,144,692	\$0	\$989,322	\$0
Program Total: \$1,144,692		4,692	\$989),322
Program FTE	4.00	0.00	4.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60078 MCSO Logistics Unit



Program #60079 - MCSO Procurement & Warehouse

7/7/2014

Department:SheriffProgram Contact:David RaderProgram Offer Type:SupportProgram Offer Stage:As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Auxiliary Services support Corrections and Law Enforcement staff, arrestees, pre-trial inmates, sentenced offenders, other agencies and the public. The Auxiliary Services Unit is responsible for the MCSO Warehouse operation, receiving/distribution, purchasing, and contracts and requisitions for inmate commissary.

Program Summary

A Buyer facilitates the purchase of items in an expeditious and cost effective manner, while working with Central Purchasing as needed. Receiving/distribution of items is routed through the Warehouse. Deliveries to nine MCSO facilities are required daily or bi-weekly. Purchasing, warehousing and receiving/distribution functions ensure that items utilized by MCSO are procured in a fiscally responsible manner and with the safety and security of staff and inmates as the highest priority.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Total dollar value of purchase orders placed	1,617,427	1,500,000	1,625,910	1,600,000			
Outcome	Total number of delivery stops made	2,670	2,700	2,661	2,600			

Performance Measures Descriptions

[&]quot;Total dollar value of purchase orders placed" from SAP, provided by Gwen Tyler.

[&]quot;Total number of delivery stops made" from internal daily/monthly spreadsheet data provided by EPT Sam Hill.

Oregon Jail Standards:

Commissary: G03.01.00, G03.01.01, G03.02.00, G03.02.01, G03.02.02, G03.02.03,

G03.02.04,G03.03.00,G03.03.01,G03.03.02

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$853,014	\$0	\$860,658	\$0
Contractual Services	\$567	\$0	\$578	\$0
Materials & Supplies	\$18,027	\$0	\$18,388	\$0
Internal Services	\$117,321	\$0	\$113,166	\$0
Total GF/non-GF	\$988,929	\$0	\$992,789	\$0
Program Total:	\$988,929		\$992	2,789
Program FTE	7.77	0.00	7.77	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: 60079 MCSO Procurement & Warehouse



Program #60080 - MCSO Property & Laundry

7/7/2014

Department:SheriffProgram Contact:David Rader

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Auxiliary Services support Corrections and Law Enforcement staff, arrestees, pre-trial inmates, sentenced offenders, other agencies and the public. The Auxiliary Services Unit is responsible for inmate property and laundry. Services provided to inmates include storage of personal property/clothing/funds, laundry distribution and sewing services.

Program Summary

Secure storage of inmate property/clothing/funds starts with accurate verification of all items inventoried at booking on a 24/7 basis. Additional property responsibilities include bail checks, property and money releases and preparation of all out-of-county transports through MCSO facilities. Clean laundry and linen products are provided to inmates bi-weekly. Sewing services are provided to mend and prolong the life of inmate jail clothing and alterations to staff uniforms.

Property staff ensures inmates' personal possessions are stored in a secure and respectful manner and that all funds associated with an inmate are accounted for.

The Property Unit interacts with the US Marshal's, Immigration and Customs Enforcement (ICE), the Northwest Shuttle System, all Oregon counties, attorneys, Courts and the public.

Laundry ensures that inmates are provided with clean clothing/linen and inmates learn job skills by working in the laundry. Laundry services are also provided to Juvenile Detention and Traditional Project's Warming Center.

Performan	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Pounds of clean laundry processed for inmates	1,255,336	1,200,000	1,164,282	1,160,000			
Outcome	Total paid claims regarding lost/missing inmate property	2	3	2	3			
Outcome	Total bookings/releases processed by Property	75,000	72,500	76,611	75,000			

Performance Measures Descriptions

[&]quot;Pounds of clean laundry processed for inmates" from an internal daily spreadsheet, maintained on the MCSO shared drive. Data provided by EPT Kim Stidum.

[&]quot;Total paid claims regarding lost/missing inmate property" provided by Farrell & Associates.

[&]quot;Total booking/releases processed by Property" from Planning and Research, Mobius Report 703 (bookings) and Cognos query 'Releases 010107 Forward.imr' (releases). Data from SWIS.

Revised Statutes: Property: 133.455, 169.076 Laundry: 169.076, 169.077 Property/laundry services are mandated and must be provided regardless of number of inmates incarcerated. Oregon Jail Standards

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$1,846,303	\$0	\$1,902,896	\$0
Contractual Services	\$523	\$0	\$534	\$0
Materials & Supplies	\$133,565	\$0	\$136,236	\$0
Internal Services	\$226,663	\$0	\$234,902	\$0
Capital Outlay	\$0	\$0	\$225,000	\$0
Total GF/non-GF	\$2,207,054	\$0	\$2,499,568	\$0
Program Total:	\$2,207,054		\$2,49	9,568
Program FTE	19.00	0.00	19.00	0.00

Program Revenues					
Other / Miscellaneous	\$0	\$0	\$4,500	\$0	
Service Charges	\$0	\$0	\$2,000	\$0	
Total Revenue	\$0	\$0	\$6,500	\$0	

Explanation of Revenues

General Fund:

\$2000 - Reimbursement for Providing Commercial Laundry Services

\$4500 - Reimbursement for Cleaning items

Significant Program Changes

Last Year this program was: 60080 MCSO Property & Laundry

Increase in Capital Equipment for the replacement of industrial washer and dryer for inmate clothing.



Program #60081 - MCSO Commissary

7/7/2014

Department:SheriffProgram Contact:David Rader

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

The Inmate Welfare Fund (IWF), overseen by Sheriff's Command Staff and civilian members, provides services to arrestees, pretrial inmates and sentenced offenders including banking, commissary and phone service. Through the profits of commissary items, telephone usage and other sources, IWF provides direct services and products that otherwise might not be funded for the benefit of the inmates. The Commissary Unit is a self-sustaining program which draws no revenue from either the IWF or the General Fund.

Program Summary

The IWF trust fund provides an in-house banking system that enables inmates to safely deposit funds and utilize these funds for numerous purposes, including, but not limited to the purchase of commissary items. The revenues from commissary and other services provide revenue to the IWF, which in turn allows the IWF to offer additional services including chaplains, recreational items, and tools for social and educational development and assisting inmates who are indigent. The IWF is fully funded by profits from the inmates, for the inmates. Commissary, which is part of the IWF, successfully provides culturally compatible products to inmates at competitive pricing. Furthermore, these profits pay for the jail chaplaincy program which meets prisoner needs regarding religious expression and legal requirements, and contributes to housing tranquility.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Total number of commissary orders filled for inmates	75,000	70,000	54,891	55,000			
Outcome	Total dollars of commissary sales	754,020	700,000	684,600	680,000			

Performance Measures Descriptions

Data from the Inmate Accounting System (SWIS).

Charter 6.50(1)

Operational Procedures 06.106.010 - 06.106.088

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$340,608	\$0	\$340,463
Contractual Services	\$0	\$1,024	\$0	\$1,024
Materials & Supplies	\$0	\$356,859	\$0	\$323,002
Internal Services	\$0	\$59,347	\$0	\$54,683
Total GF/non-GF	\$0	\$757,838	\$0	\$719,172
Program Total:	\$757,838		\$719,172	
Program FTE	0.00	3.73	0.00	3.73

Program Revenues					
Indirect for Dept. Admin	\$43,986	\$0	\$38,194	\$0	
Other / Miscellaneous	\$0	\$757,838	\$0	\$719,172	
Total Revenue	\$43,986	\$757,838	\$38,194	\$719,172	

Explanation of Revenues

Inmate Welfare Trust Fund:

\$719,173 - Revenue from Commissary Sales to Inmates

Significant Program Changes

Last Year this program was: 60081 MCSO Commissary



Program #60083 - MCSO Domestic Violence Enhanced Response GF Back-fill

7/7/2014

Department: Sheriff Program Contact: Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs: 60076-15

Program Characteristics: Backfill State/Federal/Grant

Executive Summary

Domestic Violence (DV) Victim Services & Coordination provides in-person services for 5,600 victims and children, management of grant-funded projects and coordination of multi-jurisdiction government and community responses. Research shows that these core services reduce re-assault of victims, and thus help to reduce violent crime in the county. This program offer funds a detective position as a member of the DV Enhanced Response Team.

Program Summary

The Domestic Violence Enhanced Response Team (DVERT) Project provides a multidisciplinary, intensive, collaborative response to complex domestic violence cases with a high risk of on-going, severe abuse or potentially lethal outcomes. DVERT intervention on individual cases includes immediate crisis and follow-up victim services, as well as criminal justice intervention.

Multnomah County expends \$11 million in criminal justice costs (jail, prosecution and probation supervision) annually, and DV costs the community another \$10 million in lost wages, health care and other costs. Services funded in this offer include: centralized access and crisis response (24,600 calls); safe emergency shelter or motel vouchers (990 women and children); civil legal advocacy insuring safety after separation (2,800 victims); mobile advocacy and rent assistance (650 women and children); and culturally specific services for Latinas, Russians, African Americans, Native Americans, immigrants/refugees, and sexual minorities (800 women and children). Evidence-based practices include emergency shelters, which reduce re- assault by 50%, and civil legal services, which reduce DV homicides. This program offer also includes grant-funded projects that serve an additional 310 victims and children: services to increase long-term self-sufficiency; services for victims and their children involved in Child Welfare; and DV Enhanced Response Team (DVERT) which is a collaborative response to high risk offenders and their victims. DV Enhanced Response Team (DVERT) which is a collaborative response to high risk offenders and their victims. DVERT has reduced recidivism of the high risk offenders in DVERT and increased victims' safety and their confidence in the criminal justice system. The 43 member organizations represent the criminal justice system, victim services, health care, batterers intervention, elected officials and others. In addition, the offer supports the development of the Gateway one-stop victim center.

Performa	Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer		
Output	Number of victims and children served	-	-	-	40		
Outcome	Total people served	-	-	-	69		
	Total number of people trained	-	-	-	112		

Performance Measures Descriptions

Number served includes all clients and their children receiving in-person services provided by CGF, HUD or SHAP funds (ongoing funding) leveraged by this 0.15 FTE position.

Data from Multnomah County DVERT coordinator Becky Bangs.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$0	\$19,036	\$0
Total GF/non-GF	\$0	\$0	\$19,036	\$0
Program Total:	\$	0	\$19,036	
Program FTE	0.00	0.00	0.15	0.00

Program Revenues					
Total Revenue	\$0	\$0	\$0	\$0	

Explanation of Revenues

Significant Program Changes

Last Year this program was:

The Domestic Violence Grant funding was reduced at the Federal Level.



Program #60084 - MCSO Gang Enforcement Deputy

7/7/2014

Department: Sheriff **Program Contact:** Ned Walls

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

This program provides for the continued participation of the Sheriff's Office in the East Metro Gang Enforcement Team (EMGET). East Multnomah County has experienced a significant increase in crime, much of which can be attributed to an increase in gang-related activity.

Program Summary

MCSO participates in the interagency East Metro Gang Enforcement Team (EMGET). No individual law enforcement agency can adequately respond to this unique threat to life, property, and quality of life that has no jurisdictional bounds. As a result, East County law enforcement agencies have banded together to seek grants; improve interagency and interdisciplinary communications; coordinate field efforts, records, and information databases; empower residents and businesses to present a united front to counter gang activity; work in close cooperation with social services to address the issues that led persons into gangs and in preventative measures for those at risk for joining gangs; and collectively working with specifically assigned members of the District Attorney's Office to prosecute the gang involved criminal conduct. All these collective efforts are to identify gang members; reduce actual and feared gang related criminal activity; empower the community to unite against gang activities and influence; and provide enhanced and focused law enforcement efforts to reduce actual and feared gang related criminal activity.

In areas east of 162nd Avenue, the EMGET provides focused investigative assets towards gang related violent and other high impact neighborhood crimes; conducts proactive measures to prevent gang related crimes and activities; provides expertise to regular field staff and the community in gang issues; and collaborates with other criminal justice partners, social services, and neighborhoods to identify gang related issues and solve gang related problems. Criminal Justice partners include but are not limited to the Transit Police Detail, Portland Police Bureau, area School Resource Officers, Gresham Police Department, Fairview Police Department, Multnomah County Sheriff's Office, Multnomah County Department of Community Justice, Troutdale Police Department, and the US Marshal's Service. The deputy on EMGET is part of a close knit collaborative team also comprised of Police Officers from the cities of Troutdale, Fairview, and Gresham.

Presentations are made in high schools, middle schools, and community and business groups in regards to deterring gang involvement and gang involved activities. The EMGET also works with the Oregon Department of Justice to document confirmed gang members in a statewide database.

Performar	Performance Measures							
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer			
Output	Number of cases referred to DA for prosecution	49	105	60	65			
Outcome	Number of weapons seized	47	30	40	40			

Performance Measures Descriptions

Data from EMGET, Gresham Police Administrative Assistant Jill Mick - 503-618-2253. Last FY Estimate decreased due to Troutdale Police pulling out of the Team and the assigned deputy being off on workman comp for much of the FY. Only one team of two was working. We now have two new Deputies assigned to EMGET and Gresham has assigned a new SGT.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$0	\$260,525	\$0	\$253,936
Internal Services	\$0	\$20,242	\$0	\$20,518
Total GF/non-GF	\$0	\$280,767	\$0	\$274,454
Program Total:	\$280,767		\$274	1,454
Program FTE	0.00	2.00	0.00	2.00

Program Revenues						
Indirect for Dept. Admin	\$14,615	\$0	\$14,576	\$0		
Intergovernmental	\$0	\$280,767	\$0	\$274,454		
Total Revenue	\$14,615	\$280,767	\$14,576	\$274,454		

Explanation of Revenues

Fed/State Fund:

\$274,456 - Grant funding from Oregon Youth Authority for 2.0 FTE Gang Enforcement Deputies

Significant Program Changes

Last Year this program was: 60084 MCSO Gang Enforcement Deputy



Program #60085 - MCSO Hornet Trail Rescue and Wilderness Law Enforcement

7/7/2014

Services Team

Department: Sheriff **Program Contact:** Monte Reiser

Program Offer Type: Existing Operating Program Program Offer Stage: As Adopted

Related Programs:

Program Characteristics:

Executive Summary

Members of the MCSO "Green Hornet Trail Rescue Team" are specially trained endurance athletes, tasked with the reducing search and rescue response times to missing and endangered persons at or near Columbia River Gorge trail locations.

Program Summary

Annually, the Multnomah County Sheriff's Office Search and Rescue Unit (SAR) experiences a high volume call workload from May through September in the late afternoon and early evening hours. Typically, a tourist hiker that has gone for a day hike at one of the many trailheads in the Columbia River Gorge National Scenic Area and, due to reduced daylight, has become disoriented which may result in injury or death. The MCSO "Green Hornet Trail Rescue and wilderness Law Enforcement Team" mission will be to decrease the Search and Rescue response times to missing and endangered person's calls at or near Columbia River Gorge trail locations.

MCSO currently has members who are physically fit endurance athletes who are experienced with hiking, trail running, map reading, etc. By providing SAR training and necessary equipment, this program will significantly decrease SAR response call times and increase the opportunity to locate the lost and possibly injured persons much faster resulting in reduced overtime expense to MCSO (SAR related overtime averages approximately \$100,000 per year). Six team members can provide preventative and proactive law enforcement/education functions during trailhead heavy use days, further reducing search incidents and impacting high incidents of property crime at these locations.

In FY 2014, the Green Hornet Trail Rescue and Wilderness Law Enforcement Services Team utilized a majority of its budget to train members under newly established Oregon State Sheriff's Association search and rescue standards. This training added new capabilities which allow the team to be more effective in evening and night hours better meeting the needs of the hikers who find themselves lost and requiring rescue services. In the past, many searches had to wait for the next day break, this changes the outcome in favor of the lost hikers by the rescue team being less restricted by night conditions. For FY 2015, this program seeks to train and equip members for nighttime deployment.

Performance Measures						
Measure Type	Primary Measure	FY13 Actual	FY14 Purchased	FY14 Estimate	FY15 Offer	
Output	Number of searches for lost/missing hikers conducted	-	20	10	20	
Outcome	Percentage of searches resulting in a found/rescued person	-	90%	90%	90%	
Output	Number of people provided hiking safety information	-	50	50	50	

Performance Measures Descriptions

The Hornet Trail Rescue Team is a new program which began implementation in July of 2013. A majority this year was spent in training and equipping team members. In 2013 the Oregon State Sheriff's Association implemented new certification requirements which required all members to be properly certified to conduct search and rescue operations. By April 1, 2014, all members will be certified for deployment.

Oregon Revised Statutes Chapter 404 - County sheriff's search and rescue authority and obligations

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2014	2014	2015	2015
Personnel	\$5,081	\$0	\$9,854	\$0
Materials & Supplies	\$10,000	\$0	\$10,200	\$0
Total GF/non-GF	\$15,081	\$0	\$20,054	\$0
Program Total:	\$15,	,081	\$20	054
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was: